

**BAY COUNTY BOARD OF COMMISSIONERS**

**A G E N D A**

**TUESDAY, MAY 12, 2020**

**4:00 P.M.**

**VIA ZOOM**

**(Instructions on last page of agenda cover sheets)**

PAGE NO.

**I CALL TO ORDER (CHAIRMAN DURANCZYK)**

**II ROLL CALL**

**III INVOCATION**

**IV PLEDGE OF ALLEGIANCE**

68-85 **V MINUTES (4/14/2020)**

**VI CITIZEN INPUT**

**VII PETITIONS AND COMMUNICATIONS**

**VIII REPORTS/RESOLUTIONS OF COMMITTEES**

**A. WAYS AND MEANS (THOMAS M. HEREK, CHAIR; MICHAEL E. LUTZ, VICE CHAIR)**

1- 3 1. No. 2020-91 - Extension of Local State of Emergency to Access COVID-19 Budget Stabilization Funds for Emergency Use (County Executive)

4- 5 2. No. 2020-92 - 2020-2021 Crime Victim Rights Grant (Prosecutor)

6- 7 3. No. 2020-93 - Victims of Crimes Act (VOCA) Grant (Prosecutor)

8- 9 4. No. 2020-94 - Blue Cross/Blue Shield Inmate Services Contract

(Sheriff)

- |       |     |   |
|-------|-----|---|
| 10-11 | 5.  | No. 2020-95 - MDOC - Community Corrections Program FY2021 Grant Application (Community Corrections)                     |
| 12-26 | 6.  | No. 2020-96 - Michigan Indigent Defense Commission (MDIC) Grant Renewal - 2020-2021 (Office of Criminal Defense)        |
| 27-28 | 7.  | No. 2020-97 - Civic Arena 2 <sup>nd</sup> Compressor Project (Recreation & Facilities)                                  |
| 29-31 | 8.  | No. 2020-98 - Region VII Letter of Intent for FY 2020-2021 Funding (Department on Aging)                                |
| 32-34 | 9.  | No. 2020-99 - Acceptance of Donations from Unity of Bay City and Kay Kube Memorial (Department on Aging)                |
| 35-52 | 10. | No. 2020-100 - Center Ridge Arms PHA Annual/5 Year Plan 2020-2024 (Housing Department)                                  |
| 53    | 11. | No. 2020-101 - PAYABLES: General Fund (Finance Department)  |
| 54    | 12. | \$5,000 Funding Request for Pickleball Courts at Carroll Park (Referred to this meeting at the 4/14/2020 Board meeting) |
|       | 13. | Finance Department Items to be received:  |
| 55    | a.  | Analysis of General Fund Equity 2020  |
| 56    | b.  | Update regarding Executive Directive #2007-11   |

**B. PERSONNEL/HUMAN SERVICES (TOM RYDER, CHAIR; MICHAEL E. LUTZ, VICE CHAIR)**

- |       |    |   |
|-------|----|---|
| 57-59 | 1. | No. 2020-102 - Vacancies (Prosecutor)   |
| 60-63 | 2. | No. 2020-103 - Vacancies: 911 Central Dispatch; Department on Aging; Mosquito Control |

**C. BOARD OF COMMISSIONERS (MICHAEL J. DURANCZYK, CHAIR; MICHAEL E. LUTZ, VICE CHAIR)**

- |       |    |  |
|-------|----|--|
| 64-66 | 1. | No. 2020-104 - Reports of County Executive |
|-------|----|--|

**D. COMMISSIONERS KRYGIER, COONAN AND RYDER**

- |    |    |  |
|----|----|--|
| 67 | 1. | No. 2020-105 - Support for Elder Abuse Legislation |
|----|----|--|

**IX REPORTS OF COUNTY OFFICIALS/DEPARTMENTS**

A. County Executive

**X UNFINISHED BUSINESS**

**XI NEW BUSINESS**

**XII MISCELLANEOUS**

**XIII ANNOUNCEMENTS**

**A. 2020 Appointments:**

1. JUNE:

a. Library Board (One 5-year term - Sue Blondin)

2. OCTOBER:

a. Land Bank Authority (One three year term expiring: Andrew Niedzinski, City Commissioner)

b. Department of Health and Human Services Board of Directors (One 3-year term - S. Shutt)

3. NOVEMBER:

a. Building Authority (One six-year term expiring: D. Maciag)

4. DECEMBER:

a. Department on Aging Advisory Committee (Four 2-year terms expiring: Districts 2, 4, 6 and at-large)

**XIV CLOSED SESSION (If requested)**

**XV RECESS/ADJOURNMENT**

**PLEASE NOTE:**

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

When: May 12, 2020 04:00 PM Eastern Time (US and Canada)  
Topic: May 2020 Bay County Board of Commissioner Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84099349972?pwd=d3JnaStVT0tyczJqb2V0cURTN2VhZz09>

Password: 058150

Or iPhone one-tap :

US: +19292056099,,84099349972#,,1#,058150# or +13017158592,,84099349972#,,1#,058150#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 929 205 6099

Webinar ID: 840 9934 9972

Password: 058150

International numbers available: <https://us02web.zoom.us/j/84099349972?pwd=d3JnaStVT0tyczJqb2V0cURTN2VhZz09>

BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/12/2020)

WHEREAS, On March 10, 2020, the Michigan Department of Health and Human Services identified the first two presumptive-positive cases of COVID-19 in Michigan and that same day, Governor Gretchen Whitmer issued Executive Order 2020-4 ("Order 2020-4"); and

WHEREAS, Order 2020-4 declared a state of emergency across the State of Michigan under Section 1, Article 5 of the Michigan Constitution of 1963; the Emergency Management Act, 1976 PA 390, as amended, MCL 30.401-421; and the Emergency Powers of the Governor Act of 1945, 1945 PA 302, as amended, MCL 10.31-3; and

WHEREAS, On March 17, the Bay County Executive declared a Local State of Emergency for Bay County pursuant to MCL 30.401(b) in order to access specially designated Emergency Funds from the County's Budget Stabilization Fund if needed; and

WHEREAS, Subsequently, in response to the worsening COVID-19 pandemic, Governor Whitmer issued her "Stay Home, Stay Safe" Executive Order, which has been extended until May 15th, and extended the State-Wide State of Emergency until May 28, 2020; AND

WHEREAS, The Bay County Board of Commissioners has twice extended the Local State of Emergency, first on March 24th and again on April 14, 2020 in order to allow County Administration to continue to have access to those COVID-19 Budget Stabilization Funds if needed for response to the COVID-19 pandemic; and

WHEREAS, The Bay County Health Officer is continuing to monitor the public health of the County of Bay and, in conjunction with the County's Emergency Manager, has advised the Executive that Administration should request continued access to the COVID-19 Budget Stabilization Fund for Emergency Use, if needed, through the Month of May which would keep the Local State of Emergency in place in order to allow Administration access to those funds through the end of business on May 29, 2020; and

WHEREAS, This action will allow the County to remain vigilant in its fight against COVID-19, by continuing the utilization of the response and recovery aspects of Bay County's Emergency Operations Plan and by using resources to the fullest extent possible; and

WHEREAS, This extension IN NO WAY extends or affects the Governor's Declared State of Emergency or Stay Home, Stay Safe Executive Order, and is for internal County purposes only to allow Administration access to emergency plans and funds to the fullest extent possible and will not impact the mobility of, nor place restrictions on, members of the general public, and

WHEREAS, There is no financial impact to the county's budget as a result of extending the availability of COVID-19 Budget Stabilization Funds through May 29th as the funds have already been designated as removed from the Budget Stabilization Fund for emergency use; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners hereby extends the previously declared Local State of Emergency until May 29, 2020 to allow Administration access to utilize the COVID-19 Budget Stabilization Funds, with the understanding that this extension IN NO WAY extends or affects the Governor's Declared State of Emergency or Stay Home, Stay Safe Executive Order, and is for internal County purposes only to allow Administration access to emergency plans and funds to the fullest extent possible and will not impact the mobility of, or place restrictions on, members of the general public.

THOMAS M. HEREK, CHAIR  
AND COMMITTEE

County Executive - COVID - Extension of Local State of Emergency 5-29-2020

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

SUPPORTED BY COMM.

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

VOTE TOTALS:

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

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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**OFFICE OF  
BAY COUNTY EXECUTIVE**

**James A. Barcia**  
County Executive

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515 Center Avenue, Suite 401  
Bay City, Michigan 48708  
Tel: (989) 895-4130 | Fax: (989) 895-2094

To: Thomas Herek, Chair  
Ways and Means Committee

From: Jim Barcia  
Bay County Executive

Re: Extension of time to access COVID-19 Budget Stabilization Funds for Emergency Use

Date: May 5, 2020

**BACKGROUND:**

On March 10, 2020, the Michigan Department of Health and Human Services identified the first two presumptive-positive cases of COVID-19 in Michigan. That same day, Governor Gretchen Whitmer issued Executive Order 2020-4 ("Order 2020-4"). Order 2020-4 declared a state of emergency across the State of Michigan under Section 1, Article 5 of the Michigan Constitution of 1963; the Emergency Management Act, 1976 PA 390, as amended, MCL 30.401-421; and the Emergency Powers of the Governor Act of 1945, 1945 PA 302, as amended, MCL 10.31-33. On March 17, I declared a Local State of Emergency for Bay County pursuant to MCL 30.401(b) in order to access specially designated Emergency Funds from the County's Budget Stabilization Fund if needed. Subsequently, in response to the worsening COVID-19 pandemic, Governor Whitmer issued her "Stay Home, Stay Safe" Executive Order, which has been extended until May 15<sup>th</sup>, and extended the State-Wide State of Emergency until May 28, 2020.

The Board has twice extended the Local State of Emergency, first on March 24<sup>th</sup> and again on April 14, 2020 in order to allow County Administration to continue to have access to those COVID-19 Budget Stabilization Funds if needed for response to the COVID-19 pandemic. The Bay County Health Officer is continuing to monitor the public health of the County of Bay and, in conjunction with the County's Emergency Manager, has advised me that Administration should request continued access to the COVID-19 Budget Stabilization Fund for Emergency Use, if needed, through the Month of May. This would keep the Local State of Emergency in place in order to allow Administration access to those funds through the end of business on May 29, 2020. This will allow the County to remain vigilant in its fight against COVID-19, by continuing the utilization of the response and recovery aspects of Bay County's Emergency Operations Plan and by using resources to the fullest extent possible. This extension IN NO WAY extends or affects the Governor's Declared State of Emergency or

Stay Home, Stay Safe Executive Order, and is for internal County purposes only to allow Administration access to emergency plans and funds to the fullest extent possible and will not impact the mobility of, nor place restrictions on, members of the general public.

**FINANCIAL IMPACT:**

There is no financial impact to the county's budget as a result of extending the availability of COVID-19 Budget Stabilization Funds through May 29<sup>th</sup> as the funds have already been designated as removed from the Budget Stabilization Fund for emergency use.

**RECOMMENDATION:**

That the Board extend the previously declared Local State of Emergency until May 29, 2020 to allow Administration access to utilize the COVID-19 Budget Stabilization Funds, with the understanding that this extension IN NO WAY extends or affects the Governor's Declared State of Emergency or Stay Home, Stay Safe Executive Order, and is for internal County purposes only to allow Administration access to emergency plans and funds to the fullest extent possible and will not impact the mobility of, or place restrictions on, members of the general public.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

- BY:** WAYS AND MEANS COMMITTEE (5/12/2020)
- WHEREAS,** The Bay County Prosecutor's Office has been the recipient of a Crime Victim Rights Grant since 1985; and
- WHEREAS,** The original grant provided funding for a full time Crime Victim Advocate and, in 1994, that funding was increased to provide for two full time Crime Victim Advocates with the funds coming from defendants who have been convicted of a crime in the State of Michigan; and
- WHEREAS,** The 2020-2021 Grant will be approximately \$185,000 which will cover salaries, wages and benefits for two full time employees with the exception of retirement; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves renewal of the 2020-2021 Crime Victim Rights Grant; Be It Further
- RESOLVED** That the Chairman of the Board is authorized to execute, and submit electronically (if required), the grant application documents and funding agreements and related documents on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED** That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further
- RESOLVED** That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County.

THOMAS M. HEREK, CHAIR  
AND COMMITTEE

Prosecutor - 2020-2021 Crime Victim Rights Grant

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

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

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

VOTE TOTALS:

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

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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# BAY COUNTY PROSECUTING ATTORNEY NANCY E. BORUSHKO

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TO: Thomas M. Herek  
Ways & Means Committee Chair  
Bay County Board of Commissioners

FROM: Nancy E. Borushko, Prosecuting Attorney *NAB*

DATE: April 6, 2020

SUBJECT: Request to Renew the *Crime Victim Rights Grant Agreement*

\*\*\*\*\*

Request: To be place on the agenda for the Ways & Means Committee meeting on May 5, 2020, for approval to renew the *Crime Victim Rights Grant Agreement* for the 2020-2021 grant cycle.

**Background:** This is a grant we began receiving in 1985 to fund a full-time victim advocate, then expanding to two full-time advocates in 1994. The monies come from Defendants who have been convicted of a crime in the State of Michigan.

The grant covers salaries, wages, and benefits for two full-time employees, with the exception of retirement funds.

The amount of the agreement will be approximately \$185,000.

Recommendation: Requesting the committee refer to full Board for approval: this would include authorization of Board Chair to sign any required documents after Corporation Counsel and Financial Officer review.

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BAY COUNTY COURT FACILITY, 1230 WASHINGTON, STE. 768, BAY CITY, MI 48708

TELEPHONE (989) 895-4185 FAX: (989) 895-4167  
TDD [HEARING IMPAIRED] (989) 895-2059

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**BAY COUNTY BOARD OF COMMISSIONERS**

**MAY 12, 2020**

**RESOLUTION**

**BY:** WAYS AND MEANS COMMITTEE (5/12/2020)

**WHEREAS,** Since 2000, the Bay County Prosecutor, with Board approval, received Federal Victims of Crime Act (VOCA) Grant funding to enhance the services to domestic violence and child sexual assault victims; and

**WHEREAS,** The VOCA grant is an 80%/20% grant and the 80% funds the salary, wages and fringes for the full time Victim Rights Coordinator, approximately \$88,955; the 20% match is covered by (1) the Victim Rights Coordinator's time dedicated to the VOCA grant and (2) indirect costs; and

**WHEREAS,** The Prosecutor again wishes to renew the VOCA grant for the 2020-2021 grant cycle to continue services to domestic violence and child sexual abuse victims; Therefore, Be It

**RESOLVED** That the Bay County Board of Commissioners approves renewal of Prosecutor's Victims of Crime Act (VOCA) grant for the 2020-2021 grant period; Be It Further

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

**RESOLVED** That it is understood that if grant funding for the Victim Advocate position(s) under the VOCA grant is terminated, Bay County shall not be responsible to fund the position or pick up any costs associated with this position; Be It Finally

**RESOLVED** That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant.

**THOMAS M. HEREK, CHAIR  
AND COMMITTEE**

**Pros-VOCA-2020-2021**

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

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

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

VOTE TOTALS:

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

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

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

*-6-*

# BAY COUNTY PROSECUTING ATTORNEY NANCY E. BORUSHKO

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TO: Thomas M. Herek  
Ways & Means Committee Chair  
Bay County Board of Commissioners

FROM: Nancy E. Borushko, Prosecuting Attorney *NEB*

DATE: April 6, 2020

SUBJECT: Request to Renew the *Victims of Crimes Act (VOCA) Grant*

\*\*\*\*\*

Request: To be placed on the agenda for the Ways & Means Committee meeting on May 5, 2020, for approval to renew the *Victims of Crimes Act (VOCA) Funding Agreement* for 2020-2021 grant cycle.

Background: This is a grant we began receiving in 2000 to fund a full-time crime victim rights advocate specializing in domestic violence and child sexual abuse cases. This grant is an 80% / 20% grant. The 80% grant funds the salary, wages, and fringes for the full-time employee, approximately \$88,955. *The 20% match is covered by (1) the Victim Rights Coordinator's time dedicated to the VOCA grant and (2) Indirect costs.*

Again, this is not a new position, just a continuation for the VOCA funding for this position.

Recommendation: Requesting the committee refer to full Board for approval: this would include authorization of Board Chair to sign any required documents after Corporation Counsel and Financial Officer review.

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BAY COUNTY COURT FACILITY, 1230 WASHINGTON, STE. 768, BAY CITY, MI 48708

TELEPHONE (989) 895-4185 FAX: (989) 895-4167  
TDD [HEARING IMPAIRED] (989) 895-2059

BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/12/2020)  
 WHEREAS, Bay County has contracted with Blue Cross/Blue Shield (BCBS) in past years for an Inmate Administrative Services Contract; and  
 WHEREAS, The BCBS contract provides certain medical coverage to county inmates while incarcerated and the BCBS program helps to defer medical expenses that would otherwise be incurred by Bay County; and  
 WHEREAS, The annual BCBS contract is up for renewal May 2020; and  
 WHEREAS, Funds are included in the 2020 budget to continue BCBS coverage and the administrative service charge, which represents cost paid by Bay County, is 11%, the same as last year; Therefore, Be It  
 RESOLVED That the Bay County Board of Commissioners approves the Inmate Administrative Services Contract (ASC) between Bay County (Sheriff Department) and Blue Cross Blue Shield for the period May 2020 thru April 2021 and authorizes the Chairman of the Board to execute said Contract on behalf of Bay County following legal review/approval; Be It Finally  
 RESOLVED That related budget adjustments, if required, are approved.

THOMAS M. HEREK, CHAIR  
 AND COMMITTEE

Sheriff Dept - BXBS Inmate Services Contract

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

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

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

VOTE TOTALS:

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

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

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
 AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_



**Troy R. Cunningham**  
*Sheriff Of Bay County*

Christopher D. Mausolf  
Undersheriff

Troy A. Stewart  
Jail Administrator

TO: Thomas M. Herek, Chairman  
Ways and Means Committee

FROM: Sheriff Troy R. Cunningham *TRC*

DATE: May 4, 2020

RE: Blue Cross / Blue Shield Contract Renewal for Inmate Services

**BACKGROUND:** Bay County has contracted with Blue Cross/Blue Shield (BCBS) in past years for an inmate Administrative Services Contract. The BCBS contract provides for certain medical coverage to county inmates while incarcerated. The BCBS program helps to defer medical expenses that would be otherwise incurred to the county. The BCBS contract is up for renewal May 2020 and requires the Boards' support to continue their services.

**FINANCE/ECONOMINCS:** Funds are available in the County's 2020 budget year to continue BCBS inmate Administrative Services Contract (ASC). The ASC administrative charge, which represents cost paid by the county is 11%, remains the same as last year.

**RECOMMENDATION:** I am requesting the committee's approval and authorization to continue the agreement with BCBS/ASC for the period of May 2020 to April 2021 and conduct necessary budget adjustments when required.

CC: Undersheriff Christopher D. Mausolf  
Troy A. Stewart, Jail Administrator  
Jan Histed, Finance Officer  
Kim Priessnitz, Assistant Finance Officer  
Corporation Counsel  
File

Enclosure-1

Is/BCBS.20-21renewal

BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/12/2020)

WHEREAS, The Community Corrections department has been requesting a grant yearly from MDOC for the purposes of providing services in the community to keep prison commitments low; and

WHEREAS, Some services include inpatient/outpatient substance abuse treatment, Zero Tolerance drug testing, pretrial services and educational programming; and

WHEREAS, Bay County Overall Prison Commitment Rate is currently 19% (the 2019 goal was met), and, with the assistance of this grant, it is possible to continue to keep the prison rate low by servicing more offenders in the community versus sending them to prison; and

WHEREAS At this time, the total grant request for FY2021 programs and services is unknown but will be provided once the application is completed; and

WHEREAS, The 2020 grant award was \$170,304 and it is anticipated that the FY2021 award will be approximately the same. There is no cash match required; and

WHEREAS, The grant application deadline is June 1, 2020 and it is recommended that the Board authorize and approve the grant application; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes submittal of the Community Correction FY2021 grant application and authorizes the Board Chair to sign all application documents on behalf of Bay County following Corporation Counsel review/approval; Be It Further

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

RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County.

THOMAS M. HEREK, CHAIR  
AND COMMITTEE

Community Corrections Program - FY2021 Grant Application

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

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

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

VOTE TOTALS:

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

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

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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## COUNTY OF BAY Office of Community Corrections

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**James A. Barcia**  
County Executive

To: Tom Herek, Chair Ways and Means Committee  
From: Dujana Solomon, Community Corrections Manager  
Date: April 13, 2020  
Subject: FY 2021 Office of Community Corrections Grant Application  
Request: Approval to submit Application and Acceptance of FY2021 Grant

**Background:** Community Corrections department has been requesting a grant yearly from MDOC for the purposes of providing services in the community to keep prison commitments low. Some services include inpatient/outpatient substance abuse treatment, Zero Tolerance drug testing, pretrial services and educational programming. Bay County Overall Prison Commitment Rate is currently 19%, in which we met our goal for 2019. With the assistance of this grant, we will continue to keep the prison rate low by servicing more offenders in the community versus sending them to prison.

**Finance/Economics:** At this time, I do not have the total that will be requested for FY2021 programs and services, but this information will be provided once application is completed. There will be no match funds required. This year's awarded amount was \$170,304. It is expected to be around the same for FY2021.

**Recommendation:** The grant application deadline is June 01, 2020 and it is recommended that the Board authorize and approve the request for funds once the application is completed. Further, it is requested the Board approve the submitted grant application for the Community Corrections Program FY2021 and sign any required documents, if needed.

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BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/12/2020)

WHEREAS, Under 780.993 Bay County must submit a plan and cost analysis to the Michigan Indigent Defense Commission (MIDC) in order to comply with standards in representing indigent defendants as required by the State of Michigan; and

WHEREAS, Bay County must submit a renewal plan and cost analysis to MIDC for approval for the next fiscal year for the State of Michigan which begins October 1, 2020; and

WHEREAS, The renewal plan will allow Bay County to continue to comply with standards set as well as provide representation for indigent defendants in Bay County; and

WHEREAS, This plan will not add any additional positions nor does it include any request for construction or furniture; and

WHEREAS, This grant renewal will allow Bay County to continue services without adding any additional cost to the County; and

WHEREAS, The statute requires that the County contribute the calculated local share and any additional funds needed must be requested; Bay County's local share was determined by statute and the contribution to Bay County's local share will not change next fiscal year; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes submittal of the MIDC application for grant renewal and authorizes the Chairman of the Board to sign the grant application documents and, if approved by the State, authorizes the Chairman of the Board to sign any grant award documentation; Be It Further

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

THOMAS M. HEREK, CHAIR  
AND COMMITTEE

Criminal Defense - MIDC Grant Renewal - 2020-2021

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

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

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

VOTE TOTALS:

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

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

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

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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# Department of Criminal Defense

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1230 Washington Ave., Ste. 630, Bay City, MI 48708

**ANDREA J. LaBEAN, Director**  
**JORDAN E. CASE, Defense Attorney**  
**MICHAEL KANUSZEWSKI, Attorney**

May 5, 2020

**To:** Thomas M. Herek, Bay County Board of Commissioner Ways and Means Committee  
Chair

## **Request**

To apply for the MIDC renewal grant.

## **Background**

- Under 780.993 Bay County must submit a plan and cost analysis to the Michigan Indigent Defense Commission (MIDC) in order to comply with standards in representing indigent defendants as required by the State of Michigan.
- Bay County must submit a renewal plan and cost analysis to MIDC for approval for the next fiscal year for the State of Michigan which begins October 1, 2020.
- The renewal plan will allow Bay County to continue to comply with standards set as well as provide representation for indigent defendants in Bay County.

## **Finance**

This plan will not add any additional positions nor does it include any request for construction or furniture. This grant renewal will allow Bay County to continue services without adding any additional cost to the County. The statute requires that the County contribute the calculated local share and any additional funds needed must be requested. Our local share was determined by statute and our contribution to our local share will not change next fiscal year.

## **Recommendation**

Apply for and accept the renewal grant. Allow for the Board Chair to sign any application or necessary documentation to implement grant. Further, allow for the Board Chair to accept state funding and approve any budget adjustments as needed.

MIDC FY21 COMPLIANCE PLAN AND COST ANALYSIS RENEWAL

Submitter Information

Funding Unit(s)/System Name:

Bay County

Submitted By (include name, title, email address and phone number):

Andrea J. LaBean, Director of Office of Criminal Defense labeana@baycounty.net 989-482-6252

Is this a FINAL SUBMISSION  or DRAFT?

Date:

Signature: \_\_\_\_\_

Please identify the following points of contact (include name, title, email address and phone number):

Authorizing official who will sign the contract:

\_\_\_\_\_

Mailing address for authorizing signatory \_\_\_\_\_

\_\_\_\_\_

Primary point of contact for implementation and reporting:

Andrea J. LaBean

\_\_\_\_\_

Financial point of contact:

Richelle Jimenez

\_\_\_\_\_

Please identify any other person in the system who should receive communications from MIDC about compliance planning and reporting, including name, title, and email address:

\_\_\_\_\_

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Delivery System Model

What type of indigent defense delivery system do you have in 2020? (indicate all that apply):

- Public Defender Office (county employees)
- Public Defender Office (non-profit/vendor model)
- Managed Assigned Counsel System

Name of MAC Attorney Manager and P#:

- Assigned Counsel System
- Contract Defender System
- Other, please describe:

We have an Office of Criminal Defense and a Public Defenders Office. Assigned Counsel is used when conflicts exist or when case load becomes to high.

Are you planning to change the type of indigent defense delivery system uses?

- Yes
- No
- Unsure

If yes, what model do you plan to use in FY21?

MIDC FY21 COMPLIANCE PLAN AND COST ANALYSIS RENEWAL

Standard 1

Training of Attorneys

Number of attorneys as of October 1, 2020 13

Please include in the cost analysis a list of all attorneys who accept adult criminal defense case assignments in your system, including conflict counsel and counsel for youths charged as adults.

Number of attorneys with less than 2 years of Michigan criminal defense experience as of October 1, 2020 0

Any changes in your training plan from FY20?  Yes |  No

Please describe your plan, including any changes:

Any changes in your funding needs from FY20 for Standard 1?  Yes |  No

If yes, please describe:

Standard 2

Initial Client Interviews

How and when are defense attorneys notified of new assignments?

Attorneys are notified of new assignments by the Office of Assigned Counsel (OAC). After the arraignment OAC assigns an attorney from the Office of Criminal Defense or Public Defenders Office. If an overflow attorney is needed due to conflict or case load issues, OAC appoints one of the approved overflow attorneys.

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## MIDC FY21 COMPLIANCE PLAN AND COST ANALYSIS RENEWAL

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How are you verifying that in-custody attorney client interviews occur within three business days?

When the cases are completed attorneys submit paperwork indicating if they visited the in-custody client within the required period.

How are you verifying introductory communications from the attorney with defendants who are not in custody?

When the cases are completed the attorneys submit paperwork indicating they have met with the client.

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How are you compensating attorneys for initial interviews? Please provide details:

Attorneys working for the Office of Criminal Defense and the Public Defenders Office are salary employees. Overflow attorneys bill hourly at a rate determined by the type of case it is.

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Any change in the initial interview procedure from your FY20 plan?  Yes |  No

Please describe your policy:

Attorneys must meet with clients in a location which has privacy. If the clients are in-custody there are rooms available that allow for confidential communication. If for some reason something happens where the attorney is unable to travel to the jail, communications can be held remotely by using a phone or a polycom in a room which allows for privacy between the attorney and the client. If the client is out of custody, each attorney has their own office for interviews and there are several private attorney rooms available in the courthouse. For in-custody clients who are being brought to the courthouse, there is a private room in lock-up at the courthouse for the attorney and the client to communicate.

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Any change from your FY20 funding needs for initial interviews?  Yes |  No

Please explain:

### Confidential Meeting Spaces

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How many confidential meeting spaces are in the jail? 5

Please explain or describe:

There are three private rooms on the second floor of the jail that are for attorney-client visits. One of these rooms has a telephone and another room has a polycom so if communication needs to take place and the attorney cannot be physically present, there are private rooms that allow for remote communication. Each room has a door and allows for private communication with the attorney and client.

On the first floor of the jail, where most interviews are held prior to arraignment, there are two rooms available. Both areas allow for the inmate to have discussions with the attorney in-person and one of the areas is outfitted with a polycom for remote communications. The areas are private however have cameras so that inmates can be monitored.

MIDC FY21 COMPLIANCE PLAN AND COST ANALYSIS RENEWAL

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How many confidential meeting spaces are in the courthouse for *in-custody* attorney-client meetings? 1 or 2

Please explain or describe: There is one room specifically set aside for attorney-client communications which allow for privacy. There is often a holding cell that is available if needed.

How many confidential meeting spaces are in the courthouse for *out-of-custody* attorney-client meetings?

Please explain or describe:

The Office of Criminal Defense and the Public Defenders Office are located in the courthouse so there is individually office space for the attorneys to bring their clients too if needed. Further there are approximately six attorney-client rooms which allow for private conversations.

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Any change from the FY20 plan for meeting spaces?  Yes |  No

Please explain or describe:

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Any change in FY20 funding needs for meeting spaces?  Yes |  No

Please explain or describe:

Standard 3

Experts and Investigators

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Describe your policy for attorneys to request expert witness assistance:

A form has been prepared that attorneys must fill out and submit to Office of Assigned counsel for approval prior to having the expert. The form requires the attorney to specify the type of case, reason why expert is needed and the approximate cost. The form is reviewed by Andrea LaBean for approval or denial. If there is a denial, the attorney can then appeal to Corporate Counsel.

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Any change in the process from FY20?  Yes |  No

If yes, please explain:

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## MIDC FY21 COMPLIANCE PLAN AND COST ANALYSIS RENEWAL

Describe your policy for attorneys to request investigative assistance:

Any change in the process from FY20?  Yes |  No

If yes, please explain:

A form has been prepared that attorneys must fill out and submit to Office of Assigned counsel for approval prior to having the expert. The form requires the attorney to specify the type of case, reason why expert is needed and the approximate cost. The form is reviewed by Andrea LaBean for approval or denial. If there is a denial, the attorney can then appeal to Corporate Counsel.

How are you tracking requests for experts and investigators by assigned counsel?

The Office of Assigned counsel tracks when investigators or experts are used. This is documented for quarterly and year end reports.

Any change in your *funding needs* from FY20 for Standard 3?  Yes |  No

If yes, please explain:

### Standard 4

#### Counsel at First Appearance and Other Critical Stages

How are you providing counsel at first appearance and all arraignments in the District Court? And in the Circuit Court (if applicable)? Please provide details:

All walk-in arraignment clients are directed to the Office of Assigned Counsel once they have checked in with District Court. After meeting with the office, they are provided with an attorney if they would like to have one present. The attorney then meets with each individual client in an attorney conference room prior to the arraignment.  
For in-custody clients, attorneys either meet with each individual over polycom or in-person and speak with them prior to any arraignment.  
Everyone has the ability to have an attorney at the time of arraignment.  
For Circuit Court probation violation arraignments, arraignment dates are scheduled or if a person is arrested set as soon as an attorney is available. Once a probationer is in custody the court will notify Office of Assigned Counsel and they assign an attorney. The attorney contacts the court and sets an arraignment date and time.

How are you providing counsel at all other critical stages? Please provide details:

After a person is arraigned, Office of Assigned Counsel determines if they are eligible for a court appointed attorney. If they are eligible for an attorney the office assigns them an attorney. The attorney is then appointed and will represent the client at all proceedings.

How are you calculating compensation for Standard 4? Please provide details:

Office of Assigned Counsel, Public Defenders Office and the Office of Criminal Defense have compensation based on the Bay County contracts and union negotiations. For overflow attorneys, they are compensated hourly at a rate of \$100/\$110/\$120 an hour depending on whether the case is a misdemeanor or felony case. Attorneys who represent clients at arraignment in District Court are paid \$13000.00 a month. The contract figure is based on the bid that was accepted through the bidding process established by Bay County.

**MIDC FY21 COMPLIANCE PLAN AND COST ANALYSIS RENEWAL**

Do you have a prison in your County? How is counsel provided to people charged with crimes while incarcerated in the prison? Do you seek reimbursement for the cost of counsel from the Michigan Department of Corrections?

No

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Are there any misdemeanor cases where your court accepts pleas without the defendant appearing before a magistrate or a judge? For example, pleas by mail, over the counter pleas, etc.  Yes |  No

Please describe how counsel is offered under these circumstances:

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Will there be any change from FY20 in this process?  Yes |  No

If yes, please explain:

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Any change from FY20 in how you are paying attorneys for Standard 4?  Yes |  No

If yes, please explain:

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Will there be any change from FY20 in your funding needs for this standard?

Yes |  No

If yes, please explain:

MIDC FY21 COMPLIANCE PLAN AND COST ANALYSIS RENEWAL

Personnel

In the cost analysis please provide detail about all personnel employed by the funding unit. This should include DIRECT SERVICE PROVIDERS (Public Defender Chief, Deputy Chief, Assistant Defenders, and staff of the defender office employed by the system) as well as ANCILLARY STAFF (court clerks, sheriff employees, etc.)

For existing ANCILLARY STAFF are there any personnel positions/hours eliminated, reduced, or increased from FY20?  Yes |  No

If yes, please explain in cost analysis.

Any additional ANCILLARY STAFF positions/hours requested for FY21?  Yes |  No

If yes, please explain in cost analysis.

Any change from FY20 in fringe benefits?  Yes |  No

If yes, please explain in the cost analysis. This can include economics, cost of living increases, increased premiums, etc.

Supplies & Other

Please list any supplies or equipment requested, and provide a brief explanation of need or use in FY21.

Supplies: Office Supplies are required for all three offices, Office of Assigned Counsel, Office of Criminal Defense and the Public Defenders Office. Other than normal supplies required for operation there are no anticipated unusual expenses this fiscal year.

Equipment:

None that we are aware of at this time.

Case-related travel expenses (please include the system's policy for reimbursement):

Travel expenses for mileage are submitted by the attorney once the appropriate documentation has been presented along with confirmation of mileage. The Finance Department in Bay County processes the documentation. We have not had any requests for case-related travel expenses besides mileage, however, Bay County's Finance Department requires documentation to be submitted prior to hotel stays and other travel related expenses. The paperwork requires confirmation of costs of the hotel and other expenses. The Bay County Finance Department has a set of policies that they must follow for reimbursement or payment of travel expenses.

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MIDC FY21 COMPLIANCE PLAN AND COST ANALYSIS RENEWAL

Reimbursement Costs for Creating Plan

An indigent criminal defense system may submit to the MIDC an estimate of the cost of developing a plan and cost analysis for implementing the plan under MCL 780.993(2). Please attach documentation of planning time for FY21, if seeking reimbursement under this provision.

Are you submitting a request for reimbursement of planning costs?  Yes |  No

If yes, do you have receipts showing that non-funding unit employees have been paid?

Yes |  No

What is the amount you are seeking in reimbursement? \$ \_\_\_\_\_

Attachments Submitted

- ✓ Have you attached your FY21 cost analysis?  Yes |  No
- ✓ Did you include a list of the attorneys providing services with the cost analysis template?  Yes |  No
- ✓ If applicable, did you attach documentation supporting reimbursement for compliance planning?  Yes |  No

**Indigent Defense System Cost Analysis**  
**Grant Year October 1, 2020 - September 2021**

BAY COUNTY MICHIGAN

Funding Unit Name (s)

Personnel	Position	Calculation hours and rate	Total	State Grant	Local Share	Other Funding Sources	Total
LISA BORCH	OAC Administrator	\$21.91*80/bi-weekly	45,750.00	45,750.00			45,750.00
JORDAN ANSPAUGH	Part-time OAC Adm.	\$17.31*58/bi-weekly	26,295.00	26,295.00			26,295.00
LOUIS DURUSSEL	Part-Time Correction Off.	\$20.42*25.25/bi-weekly	13,405.00	13,405.00			13,405.00
OVERTIME	All Positions	15.39-18.26/hr	1,800.00	1,800.00			1,800.00
ANDREA LABEAN	Director Criminal Defense/OAC	\$48.19*80/bi-weekly	96,970.00	61,615.62	35,354.38		96,970.00
JORDAN CASE	Staff Attorney	\$37.15*80.31/bi-weekly	77,572.00	77,572.00			77,572.00
VALERIE LIEBER	Legal Secretary	\$18.27*80.31/bi-weekly	38,149.00	38,149.00			38,149.00
AARON HEATHERINGTON	Staff Attorney	\$37.15*80.31/bi-weekly	77,572.00	77,572.00			77,572.00
BRUCE MANNIKKO	Director Public Defender	\$41.53*80.31/bi-weekly	86,718.00	86,718.00			86,718.00
VACANT	Legal Secretary	\$18.27*80.31/bi-weekly	38,149.00	38,149.00			38,149.00
DAWN KOTCHER	Part-Time Legal Secretary	\$18.27*58.22/bi-weekly	27,848.00		27,848.00		27,848.00
ANDREW BONNELL	Staff Attorney	\$32.69*80.31/bi-weekly	68,257.00	68,257.00			68,257.00
MICHAEL KANUSZEWSKI	Staff Attorney	\$32.79*80.31/bi-weekly	68,461.00	68,461.00			68,461.00
CRYSTAL GOWER	Part-Time Legal Secretary	\$16.39*58.22/bi-weekly	24,897.00	24,897.00			24,897.00
Category Summary			691,843.00	310,480.62	381,362.38	0.00	691,843.00

Personnel Justification - List all positions to be funded by the grant budget (state grant/local share). Please \* highlight all positions that are new personnel requests for FY2020 and provide justification for need. All salary and fringe benefits are calculated based on the expectation of wages by the finance department in Bay County. Salary and fringe benefits are part of negotiated contract agreements with the unions and adopted by the County Commissioners. Included in the negotiated contracts automatic pay increases (step-increases) and increased fringe benefits. Further, these increases are based on the information that the Finance Department has right now, this information may change as the local economy changes.

Fringe Benefits	Percentage	Amount	State Grant	Local Share	Other Funding Sources	Total
LISA BORCH		26,530.00	26,530.00			26,530.00
JORDAN ANSPAUGH		3,502.00	3,502.00			3,502.00
LOUIS DURUSSEL		962.00	962.00			962.00
ANDREA LAEBEAN		15,307.00	15,307.00			15,307.00
JORDAN CASE		27,664.00		27,664.00		27,664.00
VALERIE LIEBER		25,482.00		25,482.00		25,482.00
AARON HEATHERINGTON		16,101.00		16,101.00		16,101.00
BRUCE MANNIKKO		34,334.00		34,334.00		34,334.00
VACANT		26,021.00		26,021.00		26,021.00
DAWN KOTCHER		3,705.00		3,705.00		3,705.00
ANDREW BONNELL		25,664.00	25,664.00			25,664.00
MICHAEL KANUSZEWSKI		14,863.00	14,863.00			14,863.00
CRYSTAL GOWER		3,316.00	3,316.00			3,316.00
Category Summary	0.00%	223,451.00	90,144.00	133,307.00	0.00	223,451.00

Fringe Benefits Justification Additional fringes would be the result of any additional employees added. Please see renewal application for further explanation. All salary and fringe benefits are calculated based on the expectation of wages by the finance department in Bay County. Salary and fringe benefits are part of negotiated contract agreements with the unions and adopted by the County Commissioners. Included in the negotiated contracts automatic pay increases (step-increases) and increased fringe benefits.

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Further, these increases are based on the information that the Finance Department has right now, this information may change as the local economy changes.

**Contractual**

Contracts for Attorneys		Services Provided	Calculation hours and rate	Total	State Grant	Local Share	Other Funding Sources	Total
JEFFREY MARTIN	Arraignment Attorney	6500.00/month	78,000.00	78,000.00	78,000.00			78,000.00
MARCUS GARSKEY FIRM	Arraignment Attorney	6500.00/month	78,000.00	78,000.00	78,000.00			78,000.00
OVER-FLOW ATTORNEYS	Attorneys for conflicts/over-flow	\$100/\$110/\$120/hour	23,040.00	23,040.00	23,040.00			23,040.00
Category Summary				179,040.00	179,040.00	0.00	0.00	179,040.00

Jeffrey Martin and Marcus Garskeys Law Firm handle all the arraignments except for Felony Violation of Probation Arraignments. Our arraignments are done on a daily basis and begin at 9:30 am when the attorney meets with the walk-in defendants. They go before a Judge or Magistrate at 11:00 am. The attorneys then go to the jail and meet with the in-custody clients and must be prepared to go before a Judge or Magistrate by 2:00 pm. Martin and Garske split the week, each are responsible for 2 1/2 days. How the attorneys communicate with the clients who are in-custody may change due to health crisis, like the COVID-19 pandemic. Now attorneys are meeting with the in-custody client privately using technology such as telephone or polycom. Over-flow attorneys are utilized when there is a conflict between Office of Criminal Defense and the Public Defender's Office, this occurs in multi-defendant cases. Further, the over-flow attorneys are sometimes also representing people on the abuse/neglect case and if a criminal case is filed, the over-flow attorney will represent them on the criminal case as well. This ensures the client is getting the best overall representation for their particular legal matters. The amount of over-flow attorney amount is calculated by assuming two attorneys would be doing eight hours a work a month at \$120.00. \*THIS AMOUNT IS A DECREASE FROM LAST YEARS REQUEST\*

Contracts for Experts and Investigators		Services Provided	Calculation hours and rate	Total	State Grant	Local Share	Other Funding Sources	Total
INVESTIGATORS	MISC. SERVICES	75/hour	10,000.00	10,000.00	10,000.00			10,000.00
EXPERTS	MISC. SERVICES	MISC RATES	10,000.00	10,000.00	10,000.00			10,000.00
Category Summary				20,000.00	20,000.00	0.00	0.00	20,000.00

\*THIS AMOUNT IS A DECREASE FROM LAST YEARS REQUEST\*

Contracts for Construction Projects		Services Provided	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Category Summary				0.00	0.00	0.00	0.00	0.00

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No anticipated construction. \*THIS AMOUNT IS A DECREASE FROM LAST YEARS REQUEST\*

Contracts Other	Services Provided	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
			0.00	0.00	0.00	0.00	0.00

Category Summary

Contracts Other Justification - Provide justification for all other contract costs associated with the local indigent defense system with a \* highlight to new request for FY20.

Equipment	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
							0.00

Category Summary

No anticipated equipment. \*THIS AMOUNT IS A DECREASE FROM LAST YEARS REQUEST\*

Training/Travel	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
CDAM CONFERENCES	CDAM	15*300	4,500.00	4,500.00	0.00		4,500.00
	mileage	15*158	2,370.00	2,370.00			2,370.00
	lodging	15*239	3,585.00	3,585.00			3,585.00
	meals	15*138	2,070.00	2,070.00			2,070.00
SADO/CDRC Membership	SADO	13*50	650.00	650.00			650.00
NAPD Membership	NAPD	15*16	240.00	240.00			240.00
Category Summary			13,415.00	13,415.00	0.00	0.00	13,415.00

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There are no attorneys that need trial college at the Office of Criminal Defense or Public Defenders office and those offices are fully staffed. Our over-flow attorneys and contract attorneys do not need trial college as they have been practicing long enough. Our request assumes that the offices stay staffed at the current level and that over-flow attorneys may increase by two people. \*THIS AMOUNT IS A DECREASE FROM LAST YEARS REQUEST\*

Supplies/Services	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Office Supplies	MISC	6000	6,000.00	6,000.00			6,000.00
Copier/Rental	MISC	1244 * 3	3,732.00	3,732.00			3,732.00
Indirect Cost	Bay County	10 % Personnel	91,529.40		91,529.40		91,529.40
Books/Research/Westlaw	MISC	5000	5,000.00	5,000.00			5,000.00
Category Summary			106,261.40	14,732.00	91,529.40	0.00	106,261.40
<p>Supplies Justification - Provide justification for supplies requests and *highlight new or changed requests for FY20. Additional furniture would be needed if employees are added so they would have desk, chairs, etc... The cost for supplies/ services has increased slightly this year due to the indirect cost increasing. The indirect cost is calculated by using 10% of the salary and fringes. The salary and fringes used are an anticipated number and this may decrease based on employment status and county policy. Besides indirect costs, amounts have stayed the same, decreased or have been eliminated to offset the increase in indirect costs.</p>							
Budget Total			1,234,010.40	627,811.62	606,198.78	0.00	1,234,010.40
Required MOE							1,234,010.40

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BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/12/2020)

WHEREAS, Last year, the Board approved CIMCO to do work on one of the CIMCO compressors at the Civic Arena; and

WHEREAS, After the overhaul on that compressor, it is running efficiently, however, it is now necessary to complete an overhaul on the 2nd compressor to improve its efficiency; and

WHEREAS, Maintenance will not exceed \$12,800 but certain supplies such as ammonia or parts may be necessary; and

WHEREAS, No additional funds are needed, however, a budget adjustment within the Civic Arena budget is necessary; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves Civic Arena 2<sup>nd</sup> compressor project and authorizes the Chairman of the Board to sign documents related to this project on behalf of Bay County following Corporation Counsel review and approval; Be It Further

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

THOMAS M. HEREK, CHAIR  
AND COMMITTEE

Rec & Fac - Civic Arena - 2<sup>nd</sup> Compressor Project

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

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

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

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

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
 AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

## RECREATION & FACILITIES

## BAY COUNTY

**CRISTEN GIGNAC, DIRECTOR**  
gignacc@baycounty.net

**Andrew Cowan, Operations Manager**  
cowana@baycounty.net

**Jon Morse, Buildings & Grounds Supervisor**  
morsej@baycounty.net

**Daniel Neering, Recreation Manager**  
neeringd@baycounty.net

**Beth Trahan, Recreation Coordinator**  
trahanb@baycounty.net

**JAMES A. BARCIA**  
County Executive

Tel: (989) 895-4132  
Fax: (989) 895-2094  
TDD: (989) 895-4049

**To:** Tom Herek, Chairman of Ways and Means  
**From:** Cristen Gignac, Director of Recreation & Facilities  
**Date:** May 5, 2020  
**Subject:** CIMCO Maintenance Contract for Compressor

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**Request:** Authorize Bay County to enter into a contract with CIMCO for maintenance work on the 2<sup>nd</sup> compressor.

**Background:** Last year, the Board approved CIMCO to do work on one of our CIMCO compressors at the Civic Arena. After the overhaul on that compressor, it is running efficiently. Now, we need to complete an overhaul on the 2<sup>nd</sup> compressor to improve its efficiency. Maintenance will not exceed \$12,800 but certain supplies such as ammonia or parts may be necessary.

**Economics:** No additional funds are needed; a budget adjustment within the Civic Arena budget is necessary.

**Recommendation:** It is recommended that the Board authorize the Board chairman to sign documents related to this project upon favorable review from Corporation Counsel. It is recommended that the board authorize budget adjustments as necessary.

**Cc:** Jim Barcia, Finance, Corporation Counsel, Robert Redmond, Andrew Cowan, Daniel Neering, Tara Chaffin

BAY COUNTY BOARD OF COMMISSIONERS

MAY 14, 2019

RESOLUTION

- BY:** WAYS AND MEANS COMMITTEE (5/7/19)
- WHEREAS,** As in the past, Region VII Area Agency on Aging will release for review and comment, the proposed allocation chart for funding for the fiscal year beginning October 1, 2020 and, once the chart is approved for distribution, all interested service providers will be mailed a copy, along with a letter of intent form; and
- WHEREAS,** The letter of intent must be submitted before the specified deadline for an organization to apply for funding; and
- WHEREAS,** The Department on Aging is expected to meet the deadline for submission of the letter of intent and the subsequent due date for the complete grant proposal in order to be considered for future grant funding; and
- WHEREAS,** Due to the short turnaround time, the Director of Department on Aging is requesting authorization to submit the required documents and meet the deadlines for the new fiscal year to avoid any hardship for area seniors if these funds are not available to provide financial support for services in the new year - the Board will be updated with changes that may occur; Therefore, Be It
- RESOLVED** By the Bay County Board of Commissioners that the Director of Department on Aging is authorized to submit to Region VII Area Agency on Aging the Letter of Intent to apply for funding for FY 2020-2021; Be It Further
- RESOLVED** That the Director of Department on Aging is authorized to prepare and submit the grant application for funding for the same fiscal year; Be It Further
- RESOLVED** That the Chairman of the Board is authorized to execute the grant documents (application, grant award, all related required documents) on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED** That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further
- RESOLVED** That Department on Aging budget revisions resulting from Region VII funding are approved; Be It Finally
- RESOLVED** That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County.

THOMAS M. HEREK, CHAIR  
AND COMMITTEE

DOA - Region VII Letter of Intent  
MOVED BY COMM. \_\_\_\_\_

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

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

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

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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**BAY COUNTY  
DEPARTMENT ON AGING**

**James A. Barcia  
County Executive**

Beth Eurich, LBSW  
Director

[euriche@baycounty.net](mailto:euriche@baycounty.net)

To: Tom Herek, Chairman, Ways and Means Committee

From: Beth Eurich, Director, Department on Aging

A handwritten signature in black ink, appearing to be "BE", enclosed in a simple circular outline.

Date: May 5, 2020

Cc: Jim Barcia, Amber Johnson, Jan Histed, Bob Redmond

RE: Request to submit letter of intent to Region VII, Area Agency on Aging to apply for funding for fiscal year 2020-2021.

**BACKGROUND:**

In the past, Region VII, Area Agency on Aging released for review and comment the proposed allocation chart for funding for the fiscal year beginning October 1, 2020; once the chart has been approved for distribution, all interested service providers will be mailed a copy, along with a letter of intent form. The letter of intent must be submitted before a specified deadline for an organization to apply for funding\*\*.

**FINANCE and ECONOMICS:**

The Department on Aging is expected to meet the deadline for submission of the letter of intent and the subsequent due dates for the completion of a multi-year grant proposal in order to be considered for future grant funding. Due to the short turnaround time, I am requesting authorization to proceed with meeting these deadlines for the new fiscal year.

**RECOMMENDATION:**

Upon favorable review by Corporation Counsel, the Department on Aging recommends submitting to Region VII, Area Agency on Aging, the letter of intent to apply for funding for the fiscal year 2020-2021 and that the Department on Aging Director is authorized to prepare and submit the grant application for funding for the same fiscal year. All budget revisions resulting from this application are considered approved.

\*\*At this time attachment is only a draft from Region VII, Area Agency on Aging, pending their board approval in May. Due to the timeline for the letter of intent to be returned to Region VII, end of May, I am submitting the draft and will update the Board of Commissioners with any changes that may occur.

**REGION VII AREA AGENCY ON AGING**  
**1615 S. EUCLID AVENUE**  
**BAY CITY, MI 48706**

FY 2021 Draft Allocation

County	Service Category	DRAFT FY 2021	
Bay	Congregate Nutrition	\$80,821	<i>Dept. on Aging  total: \$515,012</i>
"	Home Delivered Meals	271,984	
"	Case Coordination & Support	58,685	
"	Homemaking	70,632	
"	Personal Care	19,818	
"	Adult Day Care	75,761	
"	Caregiver Training	13,072	
"	Caregiver Training	13,072	
	<b>SUBTOTAL</b>	<b>\$603,845</b>	
Clare	Congregate Nutrition	\$35,092	
"	Home Delivered Meals	105,642	
"	Case Coordination & Support	22,789	
"	Personal Care	16,495	
"	Homemaking	21,835	
"	Respite Care	12,687	
"	Senior Center Staffing	4,473	
"	Adult Day Care	17,791	
"	Caregiver Training	7,626	
	<b>SUBTOTAL</b>	<b>\$244,430</b>	
Gladwin	Congregate Nutrition	\$33,750	
"	Home Delivered Meals	95,895	
"	Case Coordination & Support	19,749	
"	Personal Care	17,289	
"	Homemaking	18,612	
"	Respite Care	12,091	
"	Senior Center Staffing	3,669	
"	Adult Day Care	10,366	
"	Caregiver Training	6,873	
	<b>SUBTOTAL</b>	<b>\$218,294</b>	
Gratiot	Congregate Nutrition	\$29,742	
"	Home Delivered Meals	73,516	
"	Case Coordination & Support	29,070	
"	Homemaking	9,052	
"	Home Repair	13,330	
"	Chore	11,339	
"	Personal Care	27,292	
"	Respite Care	17,129	
"	Senior Center Staffing	8,546	
"	Adult Day Care	11,129	
"	Caregiver Training	7,372	
	<b>SUBTOTAL</b>	<b>\$237,517</b>	

BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/12/2020)

WHEREAS, In the last couple of weeks, the Bay County Department on Aging received very generous donations as follows:

- 1. Unity of Bay City - \$483.42 for the Home Delivery Meal Program
- 2. Kay Kube Memorial - \$1,992.98 for the Congregate Activity Center Programs

RESOLVED That the Bay County Board of Commissioners accepts these generous donations, with gratitude, on behalf of the Bay County Department on Aging to be used as designated; Be It Further

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

THOMAS M. HEREK, CHAIR  
AND COMMITTEE

DOA - Donations from Unity of Bay City and Kay Kube Memorial

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

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

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

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

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_



**BAY COUNTY  
DEPARTMENT ON AGING**

**James A. Barcia  
County Executive**

Beth Eurich, LBSW  
Director

[euriche@baycounty.net](mailto:euriche@baycounty.net)

To: Tom Herek, Ways and Means Committee

From: Beth Eurich, Department on Aging Director 

Date: May 4, 2020

Cc: Jim Barcia, Amber Johnson, Jan Histed, and Bob Redmond

RE: Request to receive the following donation from Unity of Bay City.

**BACKGROUND:**

This past week Department on Aging received a \$483.42 donation from the Unity of Bay City, for the Home Delivered Meal program. A thank you letter has been sent to Unity of Bay City on behalf of Department on Aging.

**FINANCE AND ECONOMICS:**

The Department on Aging will use the funds to help offset the costs for Home Delivered Meal program in the 2020 budget year.

**RECOMMENDATION:**

Department on Aging recommends that the Board of Commissioners receive and approve the donation funds from the Unity of Bay City and approve any required budget adjustments.



**BAY COUNTY  
DEPARTMENT ON AGING**

**James A. Barcia  
County Executive**

Beth Eurich, LBSW  
Director

[euriche@baycounty.net](mailto:euriche@baycounty.net)

To: Tom Herek, Ways and Means Committee

From: Beth Eurich, Department on Aging Director 

Date: May 4, 2020

Cc: Jim Barcia, Amber Johnson, Jan Histed, and Bob Redmond

RE: Request to receive the following donation in memory of Kay Kube.

**BACKGROUND:**

This past week Department on Aging received a \$1992.98 donation from the family of Kay Kube, for the Congregate Activity Center programs. A thank you letter has been sent to the family on behalf of Department on Aging.

**FINANCE AND ECONOMICS:**

The Department on Aging will use the funds to help offset the costs for Congregate Activity Center programs in the 2020 budget year.

**RECOMMENDATION:**

Department on Aging recommends that the Board of Commissioners receive and approve the donation funds in memory of Kay Kube and approve any required budget adjustments.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (5/12/2020)
- WHEREAS, In 2020 the Bay County Housing Department submitted to HUD a new PHA Annual/5 year plan for the years 2020-2024 outlining Capital Improvements, goals and objectives and this was tentatively approved by HUD Detroit Field Office on April 13th, 2020 and allows for submittal, in its entirety, to the Bay County Board of Commissioners for review and approval; and
- WHEREAS, This plan will then move to a 45 day period for public comment, after which it is then submitted to HUD for final approval; and
- WHEREAS, This PHA Plan is a comprehensive guide which allows the Housing Department to outline Capital plans for the next 5 years as well as any other goals and objectives and to meet any and all local housing needs; and
- WHEREAS, All goals, objectives and capital projects are subject to change periodically and are based off of the Quality Needs Assessment; and
- WHEREAS, This PHA Plan is provided to the Board for review and approval so that the Housing Department may utilize its capital funding that is earned through a Federal Grant in the amount of \$141,335.00. per fiscal year; no Bay County General Funds or Housing Funds are utilized; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners receives and approves the Bay County Housing Department PHA Annual/5 Year Plan for the years 2020-2024; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute documentation for the PHA Annual/5 Year Plan, if required, on behalf of Bay County, contingent upon Corporation Counsel review and approval; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

THOMAS M. HEREK, CHAIR  
AND COMMITTEE

Housing Department - CRA PHA Annual/5 Year Plan 2020-2024

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

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

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

VOTE TOTALS:

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

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

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

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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# BAY COUNTY HOUSING DEPARTMENT

Zachary Brunett  
Director

James Barcia  
County Executive

To: Thomas Herek, Chairman of Ways & Means Committee  
Michael Duranczyk, Chairman of Board  
Bay County Board of Commissioners

From: Zach Brunett, Director of Housing

Date: 5/5/2020

Subject: Bay County Housing Department PHA Annual/5 Year Plan, years 2020-2024.

Request: To receive and approve the Bay County Housing Department PHA Plan for years 2020-2024.

**Background:**

In 2020 the Bay County Housing Department submitted to HUD, a new 5 year annual plan for Capital Improvements, our goals and our objectives. This was tentatively approved by HUD Detroit Field Office on April 13<sup>th</sup>, 2020. This then allows us to submit in its entirety to the Bay County Board of Commissioners for review and approval. This plan will then move to a 45 day period for public comment, in which it is then submitted to HUD for final approval. This PHA Plan is a comprehensive guide and allows the Housing Department to outline what our Capital plans are in the next 5 years and any other goals and objectives that we may have, also to meet any and all local housing needs. All goals, objectives and capital projects are subject to change periodically and are based off of our Quality Needs Assessment.

**Economics:** This PHA Plan is for review and approval so that we may utilize our capital funding that is earned through a Federal Grant in the amount of \$141,335.00. per fiscal year. No Bay County General Funds or Housing Funds are utilized.

**Recommendation:**

Subject to Corporation Council review, it is recommended that the Board receive and approve the new Bay County Housing Department PHA Plan.

Cc: Corporation Council



**BAY COUNTY  
HOUSING DEPARTMENT**

**James A. Barcia**  
County Executive

**Zachary V. Brunett**  
Director  
brunettz@baycounty.net

**Bay County Housing Department, MI-166  
Executive Director, Zachary V. Brunett  
May 5, 2020**

**Attachment B.5**

**Definition of “Substantial Deviation/Modification” and “Significant Amendment”**

The Bay County Housing Department will, on a periodic basis, amend this Agency Plan as a result of changing needs and goals of the agency. Should a substantial deviation and/or significant amendment or modification occur, the Bay County Housing Department shall reconvene the Resident Advisory Board, publish for comment the amendments and, in addition, conduct a public hearing on the proposed amendments.

Substantial Deviation or Significant Amendments or Modifications are defined as discretionary changes in the plans or policies of the Bay County Housing Department that fundamentally change the mission, goals, objectives or plans of the agency and which require formal approval of the Bay County Board of Commissioners.

If any of the above are adopted to reflect changes in HUD regulatory requirements, such changes will not be considered significant amendments.

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**BAY COUNTY  
HOUSING DEPARTMENT**

**James A. Barcia**  
County Executive

**Zachary V. Brunett**  
Director  
brunettz@baycounty.net

**Bay County Housing Department, MI-166**  
**Executive Director, Zachary V. Brunett**  
**May 5, 2020**

**Attachment B.2**

A. Goal: *Manage the Bay County Housing Department's existing housing programs in an efficient and effective manner.*

**Objectives:**

1. The Bay County Housing Department shall re-establish and maintain status as a "high performer" under HUD's Public Housing Assessment System (PHAS).
2. The Bay County Housing Department shall maintain an occupancy rate of at least 98% for the current 5- year period.
3. The Bay County Housing Department shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.

B. Goal: *Deliver timely and high quality maintenance service to the residents of the Bay County Housing Department*

**Objectives:**

1. The Bay County Housing Department shall create an appealing, up-to-date environment at Center Ridge Arms by December 31, 2024 by continuing to obligate and expend Capital Funds in a timely manner for approved repairs, improvements and enhancements.
2. The Bay County Housing Department shall maintain at least a 95% PHAS Physical Condition score for its property.
3. Continue to keep unit turnaround time for vacated units at 30 days or less.

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C. Goal: *Operate the Bay County Housing Department in full compliance with all Equal Opportunity and Fair Housing laws and regulations.*

**Objectives:**

1. Bay County Housing Department Employees will participate in Equal Opportunity and Fair Housing training on an annual basis to remain up to date on applicable laws and regulations.
2. Bay County Housing Department shall regularly review its policies to ensure they fully comply with all Equal Opportunity and Fair Housing laws and regulations.

D. Goal: *Improve access of services to public housing residents that support improved economic self-sufficiency and quality of life.*

**Objectives:**

1. The Bay County Housing Department has conducted and will continue to conduct a quality needs assessment of residents in order to identify services needed by our residents continuously through December 31, 2024.
2. The Bay County Housing Department will continue to seek grant opportunities that support resident opportunity and self-sufficiency activities.
3. The Bay County Housing Department will continue to hold in-service trainings and gatherings to help promote safety and services for residents that need or should need help from outside agencies to assist in their everyday lives.

E. Goal: *To enter into a new partnership that will convert Center Ridge Arms, PHA into a PBV (Project Based Vouchers Program) with MHT Housing to fully rehabilitate the property and update.*

**Objectives:**

In order to secure Center Ridge Arms Apartment's ability to adequately serve its residents now and well into the future, Bay County has partnered with MHT Housing, Inc. ("MHT") to explore the feasibility of rehabilitating the project so as to enhance the quality of living for its residents by upgrading the interior units as well as the interior common areas, mechanicals and exterior building facilities through HUD's Streamlined Voluntary Conversion. MHT is a Michigan 501(c)(3) non-profit developer with over 20 years of affordable housing development experience who serves as a general partner or manages over 10,000 elderly and family units. Bay City already partners with MHT on Maplewood Apartments, a similar and very successful complex also in Bay County.

1. Bay County will serve as controlling general partner, and all facets of the improvements are subject to Bay County's approval. MHT will take the lead on managing the construction and obtaining financing. Low Income Housing Tax Credit equity and

MSHDA mortgage financing will be pursued. Obtaining approvals and organizing will occur through 2020. Construction will hopefully commence in 2020 and be completed in 2021.

2. The full scope of the rehabilitation will allow all of the work to be completed without having to relocate any of the residents. While the exterior and common interior area renovation is expected to provide minimal interruptions, crews must enter each unit to make improvements. This work will be conducted during Monday – Friday business hours. If you desire, alternative places within Center Ridge Arms will be provided for you during the short time frame when your unit is being improved. You will return to your unit at the close of each business day, sleeping in the comfort of your own bedroom. Your lease will remain in effect

Capital Fund Program - Five-Year Action Plan

Status: Approved Approval Date: 04/13/2020 Approved By: GORDON, DOUG

<b>Part I: Summary</b>						
PHA Name : Bay County Housing Department		Locality (City/County & State)				
PHA Number: MI166		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revised 5-Year Plan (Revision No: )				
A.	Development Number and Name	Work Statement for Year 1 2020	Work Statement for Year 2 2021	Work Statement for Year 3 2022	Work Statement for Year 4 2023	Work Statement for Year 5 2024
	CENTER RIDGE ARMS (MI166000001)	\$141,335.00	\$141,335.00	\$141,335.00	\$141,335.00	\$141,335.00

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Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		1	2020		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
	CENTER RIDGE ARMS (MI166000001)				\$141,335.00
ID0001	Building Fire Alarm System(Dwelling Unit-Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Security)	The building fire alarm system has become antiquated and although is up to code, needs to be replaced.			\$141,335.00
	Subtotal of Estimated Cost				\$141,335.00

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Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2021	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	CENTER RIDGE ARMS (MI166000001)			\$141,335.00
ID0002	Tuck Point and Seal(Non-Dwelling Exterior (1480)-Foundation,Non-Dwelling Exterior (1480)-Tuck Pointing)	Due to an aging structure, we will need to start targeting areas of the exterior where the tuck point and sealing on the brick will need to be fixed.		\$141,335.00
	Subtotal of Estimated Cost			\$141,335.00

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Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2022	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	CENTER RIDGE ARMS (MI166000001)			\$141,335.00
ID0003	Domestic Hot Water Heater(Non-Dwelling Interior (1480)-Plumbing)	Due to the age and condition of our domestic hot water tank/heater, we will need to replace it.		\$141,335.00
	Subtotal of Estimated Cost			\$141,335.00

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Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2023		
4	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0004	CENTER RIDGE ARMS (MI166000001) Walk in showers(Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Due to our aging population, we need to replace remaining bathtubs with ADA compliant walk-in showers.		\$141,335.00
	Subtotal of Estimated Cost			\$141,335.00

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Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2024	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0005	CENTER RIDGE ARMS (MI166000001)	Building Windows(Non-Dwelling Exterior (1480)-Windows) Due to leaking and aging windows we will need to begin replacing them.		\$141,335.00
	Subtotal of Estimated Cost			\$141,335.00

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<b>Streamlined Annual PHA Plan</b> <i>(Small PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** Form HUD-50075-SM is to be completed annually by **Small PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, HCV-Only PHA, or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																										
A.1	<p>PHA Name: <u>BAY COUNTY HOUSING DEPARTMENT</u> PHA Code: <u>MI 166</u>            PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performer            PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2020</u>            PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)            Number of Public Housing (PH) Units <u>100</u> Number of Housing Choice Vouchers (HCVs) <u>0</u>            Total Combined <u>100</u>            PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
Participating PHAs	PHA Code					Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program																			
		PH	HCV																								
Lead PHA:																											

<b>B.</b>	<b>Annual Plan Elements Submitted with 5-Year PHA Plans.</b> Required elements for all PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a PHA is not submitting its 5-Year Plan. See Section C for required elements in all other years (Years 1-4).
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last <b>Five-Year PHA Plan</b> submission?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> X <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below:</p>
<b>B.2</b>	<p><b>New Activities.</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> X <input type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p>
<b>B.3</b>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>Within our current PHA 5 year plan we have continued to make progress towards our capital needs, while also increasing our portfolio with our OP Fund. We have managed to stay within the goals that our current 5 Year Plan lays out, without need for revision. We have replaces alarm systems, we have fixed several deficiencies on our building and have also managed to improve the safety systems with out current capital.</p>

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C.	<b>Annual Plan Elements Submitted All Other Years (Years 1-4).</b> Required elements for all other fiscal years. This section does not need to be completed in years when a PHA is submitting its 5-Year PHA Plan.
C.1.	<p><b>New Activities</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> X <input type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> X <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process.</p> <p>(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p>(d) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
C.2	<p><b>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</b> <i>(N/A, WE HAVE NOT DONE ANY REVISIONS FOR BAY COUNTY.)</i></p> <p><i>Form 50077-SM, Certification of Compliance with PHA Plans and Related Regulations, including Item 5 must be submitted by the PHA as an electronic attachment to the PHA Plan. Item 5 requires certification on whether plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public.</i></p>
<b>D Other Document or Certification Requirements for Annual Plan Submissions.</b> Required in all submission years.	
D.1	<p><b>Civil Rights Certification.</b></p> <p><i>Form 50077-SM-HP, Certification of Compliance with PHA Plans and Related Regulations, must be submitted by the PHA as an electronic attachment to the PHA Plan.</i></p>
D.2	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N</p> <p><input type="checkbox"/> X <input type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
D.3	<p><b>Certification by State or Local Officials.</b></p> <p><i>Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan.</i></p>
<b>E Statement of Capital Improvements.</b> Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).	
E.1	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p>

# Instructions for Preparation of Form HUD-50075-SM Annual Plan for Small and High Performing PHAs

## A. PHA Information. All PHAs must complete this section.

- A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. [\(24 CFR §903.23\(4\)\(c\)\)](#)

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. [\(24 CFR §943.128\(a\)\)](#)

## B. Annual Plan. PHAs must complete this section during years where the 5-Year Plan is also due. (24 CFR §903.12)

### B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no."

**Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA's public housing and Section 8 tenant-based assistance waiting lists. [24 CFR §903.7\(a\)\(1\)](#) and 24 CFR §903.12(b). Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA's public housing and Section 8 tenant-based assistance waiting lists. [24 CFR §903.7\(a\)\(2\)\(ii\)](#) and 24 CFR §903.12(b).

**Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. [24 CFR §903.7\(b\)](#) Describe the PHA's procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. [24 CFR §903.7\(b\)](#) A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. [\(24 CFR §903.7\(b\)\)](#) Describe the unit assignment policies for public housing. [24 CFR §903.7\(b\)](#)

**Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. [\(24 CFR §903.7\(c\)\)](#)

**Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. [\(24 CFR §903.7\(d\)\)](#)

**Homeownership Programs.** A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. [\(24 CFR §903.7\(k\)\)](#) and 24 CFR §903.12(b).

**Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. [\(24 CFR §903.7\(r\)\(2\)\(i\)\)](#)

**Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define "significant amendment/modification", HUD will consider the following to be "significant amendments or modifications": a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD's website at: [Notice PIH 1999-51](#). [\(24 CFR §903.7\(r\)\(2\)\(ii\)\)](#)

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). [\(24 CFR §903.23\(b\)\)](#)

- B.2 **New Activities.** If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

**Hope VI or Choice Neighborhoods.** 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**Mixed Finance Modernization or Development.** 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

**Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

**Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

**Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

**B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

**C. Annual Plan.** PHAs must complete this section during years where the 5-Year Plan is not due. (24 CFR §903.12)

**C.1 New Activities.** If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

**Hope VI or Choice Neighborhoods.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

**Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

**Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

**Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to project-based assistance under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32](http://www.hud.gov/offices/pih/centers/sac/conversion.cfm)

**Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

**Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](http://www.hud.gov/offices/pih/centers/sac/conversion.cfm).

**Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

**C.2 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing form HUD-50077 SM-HP.

**D. Annual Plan.** PHAs must complete this section in all years.

**D.1 Civil Rights Certification.** Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

**D.2 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

**D.3 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

**E. Statement of Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

**E.1 Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: "See HUD Form 50075.2 approved by HUD on XX/XX/XXXX."

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 16.64 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/12/2020)

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

ACCOUNTS PAYABLE:

04/15/20	\$ 327,797.06
04/22/20	\$ 350,641.29
04/29/20	\$ 766,985.85
05/06/20	\$ 212,641.75

THOMAS M. HEREK, CHAIR  
AND COMMITTEE

**PAYABLES**

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

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

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

VOTE TOTALS:

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

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

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

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_



Pat O'Shea  
Sales Manager

545-9187

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www.rowleys.com

QUALITY PRODUCTS. GREAT SERVICE. SINCE 1921

Proposal for Pickleball Courts at Carroll Park

Objective  
Convert two existing courts to six Pickleball courts

Project Costs  
Remove two existing tennis courts and nets 3,000.00  
Repair surface cracks 2,000.00  
Install acrylic playing surface and stripes 15,000.00  
Install 12 poles and 6 nets for Pickleball 9,000.00  
Contingency Funds 1,000.00  
30,000

Goals  
Raise funds  
Get courts ready to play by June 15th 2020

Possible Funding Sources  
City of Bay City  
County of Bay  
Crowd Funding Campaign  
Private Contributions  
Pickleball Players  
MEDC Public Spaces Community Places  
5,000.00 committed

Notes  
The plan is to create six Pickleball courts by converting two existing tennis courts at Carroll Park.  
Work includes removal of existing tennis court poles and nets and repairing surface cracks after which the acrylic playing surface, stripes and 12 poles and six nets will be installed.

Description	Journal Number	2020 Fund Balance
Estimated Unaudited Unassigned Fund Balance or (Deficit) 12/31/2019		\$3,668,159
Previous years Assigned Fund Balance for P.O.'s *		\$167,855
Previous years Assigned Fund Balance for designation to balance 2020 budget		\$707,414
Unassigned & Assigned Fund Balance or (Deficit) at 12/31/2019		<u>\$4,543,428</u>
2020 Budgeted Surplus /(Deficit)		-\$707,414
<u>BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH APRIL 2020</u>		
Increase Risk Management Budget under Insurance and Bond line item. BOC approved B.A. per resolution 2019-282	20-02-181	-\$63,590
Budget for 2019 P.O.'s at 12-31-19 rolled over into 2020	20-04-273	-\$167,855
APRIL 29, 2020		<u>-231,445</u>
Estimated Unassigned Fund Balance or (Deficit) 4/29/2020		<u><u>\$3,604,569</u></u>



**BAY COUNTY  
FINANCE/INFORMATION SYSTEMS**

**James A. Barcia**  
County Executive

**Jan M. Histed**  
Finance Officer  
[histedj@baycounty.net](mailto:histedj@baycounty.net)

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

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

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

**TO:** Thomas M. Herek, Chairperson  
Ways & Means Committee

**FROM:** Jan Histed *[Signature]*  
Finance Officer/Information Systems Director

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

**DATE:** April 29, 2020

**REQUEST:**

Please place this memo on the May 12, 2020, all combined Personnel & Human Services, Ways & Means and Full Board agenda for your committee's information.

**BACKGROUND:**

On April 14, 2020 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 communication, 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 2019 and/or 2020 appear to have no changes.

**RECOMMENDATION:**

To receive.

cc: Jim Barcia  
Kim Priessnitz  
Bob Redmond

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BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (5/12/2020)

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

A. VACANCIES (BUDGETED)

- 1. Prosecutor
a. Crime Victim Rights Coordinator (full time; \$47,819.20 annually)
b. Assistant Crime Victim Rights Coordinator (full time; \$43,721.60 annually) [NOTE: Authorization to fill this position is contingent upon the Crime Victim Rights Coordinator vacancy being filled from within current staff.]

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

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

TOM RYDER, CHAIR AND COMMITTEE

Vacancies - Prosecutor's Office

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

SUPPORTED BY COMM.

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include names like MICHAEL J. DURANCZYK, ERNIE KRYGIER, VAUGHN J. BEGICK, KIM J. COONAN, THOMAS M. HEREK, TOM RYDER, and MICHAEL E. LUTZ.

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

DISPOSITION: ADOPTED \_\_\_ DEFEATED \_\_\_ WITHDRAWN \_\_\_ AMENDED \_\_\_ CORRECTED \_\_\_ REFERRED \_\_\_ NO ACTION TAKEN \_\_\_

# BAY COUNTY PROSECUTING ATTORNEY NANCY E. BORUSHKO

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TO: Tom Ryder  
Board Chair, Bay County Personnel/Human Services Committee

Michael J. Duranczyk  
Board Chair, Bay County Board of Commissioners

FROM: Nancy E. Borushko *NEB*  
Bay County Prosecutor

RE: Request to fill position which will be created by an upcoming retirement

DATE: April 16, 2020

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Request: To be placed on the Agenda for the next Personnel/Human Services Committee, or in the alternative, because of the COVID 19/Pandemic/State of Emergency directives, request that this be placed on the Agenda for the next Board of Commission meeting.

Background: Request to fill the position of Crime Victim Rights Coordinator, a PB07 position, due to the upcoming retirement of Cindy Howell.

Under the general supervision of the Prosecutor or Prosecutor's designee, the Crime Victim Rights Coordinator coordinates the Crime Victim Rights programs and is responsible for timely submission of reports and for accurately following the rules and regulations of funding sources, and for obliging all stipulations of grants.

Also at this time I request permission to fill the PB06 position if the PB07 is filled from within my current staff.

Finance: These are full-time, grant-funded positions with benefits. Funds exist within the current Prosecutor budget. No additional funds are being requested as they remain in the budget. I am attaching a copy of the current PB07 & PB06 pay ranges, as provided by Personnel.

Recommendation: I am requesting that this be referred to the full board for approval to post and fill this position and to fill the PB06 position if the PB07 is filled from within.

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cc: Tiffany Jerry, Personnel  
Michele Zook, Personnel  
Bob Redmond, BOC Analyst  
Michael J. Duranczyk, Board Chair  
Jan Histed, Finance Director  
Kimberly Pressnitz, Finance  
Amber Johnson, Corporation Counsel

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BAY COUNTY COURT FACILITY, 1230 WASHINGTON, STE. 768, BAY CITY, MI 48708

TELEPHONE (989) 895-4185 FAX: (989) 895-4167  
TDD [HEARING IMPAIRED] (989) 895-2059

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# Bay County, Michigan

04/01/2020 09:19  
M2ook

BAY COUNTY, MI  
SALARY TABLE

P 2  
pmgrstep

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
12/23/2019	PB00 PROFESSION	PB05	PROF - BCAMPS	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000% No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	19.2000	153.6000	1,536.00	39,936.00
02	0.0000	19.8600	158.8800	1,588.80	41,308.80
03	0.0000	20.5700	164.5600	1,645.60	42,785.60
04	0.0000	21.2400	169.9200	1,699.20	44,179.20
05	0.0000	21.9100	175.2800	1,752.80	45,572.80

12/23/2019	PB00 PROFESSION	PB06	PROF - BCAMPS	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000% No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	21.0200	168.1600	1,681.60	43,721.60
02	0.0000	21.8100	174.4800	1,744.80	45,364.80
03	0.0000	22.5800	180.6400	1,806.40	46,966.40
04	0.0000	23.3600	186.8800	1,868.80	48,588.80
05	0.0000	24.1500	193.2000	1,932.00	50,232.00

12/23/2019	PB00 PROFESSION	PB07	PROF - BCAMPS	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000% No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	22.9900	183.9200	1,839.20	47,819.20
02	0.0000	23.9200	191.3600	1,913.60	49,753.60
03	0.0000	24.7900	198.3200	1,983.20	51,563.20
04	0.0000	25.7700	206.1600	2,061.60	53,601.60
05	0.0000	26.7000	213.6000	2,136.00	55,536.00

BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (5/12/2020)

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

A. VACANCIES (BUDGETED)

1. 9-1-1 Central Dispatch - Dispatcher (full time; \$16.17/hr. entry)
2. Department on Aging - Driver (part time; \$11.13/hr. entry)
3. Mosquito Control - Manager (full time; \$53,268.80/yr.

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

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

TOM RYDER, CHAIR  
AND COMMITTEE

Vacancies

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

SUPPORTED BY COMM.

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

VOTE TOTALS:

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

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
 AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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**BAY COUNTY  
PERSONNEL DEPARTMENT**

**James A. Barcia**  
County Executive

**Tiffany Jerry**  
Director  
[jerryt@baycounty.net](mailto:jerryt@baycounty.net)

To: Tom Ryder, Chairman, Personnel/Human Services Committee  
Michael Duranczyk, Board of Commissioners

From: Tiffany Jerry, Director of Personnel and Employee Relations

Date: May 5, 2020

Re: **Personnel/Human Services Committee Agenda**

Please consider the following items for the board agenda next week.

- Request (Vacancy):**  
Chris Izworski has submitted a request to hire a full-time 9-1-1 Dispatcher with Bay County Central Dispatch, if needed.

**Background:**  
Due to the high turnover and the nature of 9-1-1 dispatcher positions, this is an attempt to maintain minimum staffing levels at Central Dispatch.

**Finance/Economics:**  
Full-time position with benefits as provided for within the GELC labor agreement, although union membership is voluntary. Entry level rate of pay is \$16.17 per hour. Funds exist within the current existing budget.

**Recommendation:**  
Please refer to the full board for approval to hire a full-time 9-1-1 Dispatcher, if needed.
- Request (Vacancy):**  
Beth Eurich has submitted a request to post and fill a part-time Driver position with the Department on Aging.

**Background:**  
Current employee has submitted his resignation notice with an effective date of May 8.

**Finance/Economics:**  
This is a part-time position with limited benefits as provided for within the USW Part-time labor agreement. Rate of pay is \$11.13 per hour entry (TS03). Position is budgeted in the 2020 budget.

**Recommendation:**  
Please refer to the full board for approval to post and fill the part-time driver vacancy with the Department on Aging.

3. **Request (Vacancy):**

Laura Ogar has submitted a request to post and fill the Manager vacancy with Mosquito Control.

**Background:**

Current employee has submitted her resignation notice with an effective date of May 8, 2020.

**Finance/Economics:**

This is a full-time position with benefits as provided for within the BCAMPS labor agreement. Rate of pay is \$53,268.80 per year entry (MB10). Position is budgeted in the 2020 budget.

**Recommendation:**

Please refer to the full board for approval to post and fill the Mosquito Control Manager position.

Thank you for your consideration and approval of any necessary budget adjustments related to the aforementioned requests. If you have any questions or concerns, please feel free to contact me.

cc: Jim Barcia  
Amber Davis-Johnson  
Jan Histed  
Kim Priessnitz  
Chris Izworski  
Beth Eurich  
Laura Ogar



**BAY COUNTY  
DEPARTMENT ON AGING**

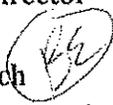
**James A. Barcia  
County Executive**

Beth Eurich, LBSW  
Director

[euriche@baycounty.net](mailto:euriche@baycounty.net)

4/27/2020

To: Tiffany Jerry  
Personnel Director

From: Beth Eurich   
Department on Aging Director

Request:

To post for a PT Home Delivered Meal Driver position.

Background:

Currently employee has given his two-week notice.

Finance/Economics:

This position is in the 2020 Department on Aging budget.

Recommendation:

Please refer to the full Board for approval.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

BY: BAY COUNTY BOARD OF COMMISSIONERS (5/12/2020)

RESOLVED By the Bay County Board of Commissioners that the following report is received:

- 1. Employment Status Report - APRIL 2020

MICHAEL J. DURANCZYK, CHAIR AND BOARD

County Executive - Status Reports

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

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

Table with 12 columns: COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E, COMMISSIONER, Y, N, E. Rows include MICHAEL J. DURANCZYK, ERNIE KRYGIER, VAUGHN J. BEGICK, KIM J. COONAN, THOMAS M. HEREK, and TOM RYDER.

VOTE TOTALS:

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

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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**CHANGES IN EMPLOYMENT STATUS  
April, 2020**

<u>EMPLOYEE NAME</u>	<u>DEPARTMENT</u>	<u>DATE</u>
<b><u>NEW HIRES (Regular Status):</u></b>		
Bradley Bender Seasonal Supervisor	Mosquito Control	4/09/2020
Juwan Chapman PT Youth Development Worker	Juvenile Home	4/07/2020
Vincent Turner PT Youth Development Worker	Juvenile Home	4/08/2020
Dustin Gawne PT Youth Development Worker	Juvenile Home	4/09/2020
Virginia Medina Dispatcher	Central Dispatch	4/14/2020
Julia Caprathe Family Law Attorney	Public Defender	4/20/2020
<b><u>NEW HIRE (On-call/temporary/seasonal):</u></b>		
<b><u>Mosquito Control:</u></b>		
James Hughes	Seasonal Technician	4/27/2020
Madeline Hughes	Seasonal Technician	4/27/2020
Jenna VanAllen	Seasonal Technician	4/27/2020
Ahleah Yaworski	Seasonal Technician	4/27/2020
Haila Ackley	Seasonal Technician	4/27/2020
<b><u>Golf Course:</u></b>		
Dianne DeWyse	Clubhouse Attendant	4/27/2020
Hayden LeBrun	Clubhouse Attendant	4/27/2020
Lillianna Velasquez	Clubhouse Attendant	4/27/2020
Isabella Velasquez	Clubhouse Attendant	4/27/2020
Keely Gallagher	Clubhouse Attendant	4/27/2020
Yvonne Swiercz	Clubhouse Attendant	4/27/2020
Charlie Glocksine	Starter/Ranger	4/27/2020
William DeWyse	Starter/Ranger	4/27/2020
Thomas Hudson	Starter/Ranger	4/27/2020

Robert Goodwin Starter/Ranger 4/27/2020

**TRANSFER:**

Maureen Fitzgerald 4/01/2020  
TO: Juvenile Court Referee Probate Court  
FROM: Family Law Attorney Public Defender

Robert Hawkins 4/27/2020  
TO: Starter/Ranger Golf Course  
FROM: Custodian Civic Arena

**RETURN:**

Wesley Riddle 4/27/2020  
Mechanic/Spray Technician Golf Course

**SEPARATIONS:**

Mary Wagner 3/25/2020  
Temp. Clerk Treasurer's Office

**RETIREMENT:**

Barb Foco 4/02/2020  
Deputy Account Clerk District Court

Lori Korthals 4/16/2020  
Legal Secretary Public Defender

Personnel Department  
May 4, 2020

BAY COUNTY BOARD OF COMMISSIONERS

MAY 12, 2020

RESOLUTION

**BY:** COMMISSIONERS KRYGIER, COONAN AND RYDER

**WHEREAS,** Elder abuse is a general term that refers to many different types of harm inflicted on an older adult; and

**WHEREAS,** Among the different types of elder abuse are: physical abuse; sexual abuse; emotional abuse; neglect and exploitation; and

**WHEREAS,** In Michigan there are state laws that make “vulnerable adult abuse” a crime and someone can go to jail if they commit vulnerable adult abuse and, in the criminal law context, there are very specific definitions of vulnerable adult abuse which may be different from the types of abuse listed above; and

**WHEREAS,** There are many, many scams that often target older adults, among others, to include grandparent scams; lottery and sweepstakes scams, “Nigerian” email or phone scams, government money scams, telemarketing scams, reverse mortgage scams, and many more too numerous to list; and

**WHEREAS,** Any older adult can be a victim of elder abuse, regardless of gender, financial status, physical and mental health status, etc., however, some seniors may be at a higher risk of elder abuse by strangers, staff at nursing or long-term care facilities; in-home caregivers, guardians, spouses, adult children, friends, neighbors or other residents in a long term care facility; and

**WHEREAS,** Several House Bills have been introduced that would make it a crime to assault or restrain an elder adult or vulnerable adult, expand a prohibition against embezzlement from a vulnerable adult to include an elder adult, prescribe penalties; define terms; and amend the sentencing guidelines, among other acts, to account for these changes; and

**WHEREAS,** These House Bills include H.B. 4254 (H-1), H.B. 4255, H.B. 4257 (H-1), H.B. 4258, H.B. 4259, H.B. 4260 (H-4), and H.B. 4265 (H-1); and

**WHEREAS,** The Bay County Board of Commissioners stands committed to the protection of elders and the prevention of elder abuse in any form by anyone; Be It Further

**RESOLVED** That the Bay County Board of Commissioners strongly supports the legislation introduced and listed in this resolution; Be It Further

**RESOLVED** That a copy of this resolution be forwarded to our area legislators, the Michigan Association of Counties and the other Michigan counties urging support of any and all legislation that will protect our seniors from abuse of any kind.

COMMISSIONER ERNIE KRYGIER, 2<sup>ND</sup> DISTRICT  
 COMMISSIONER KIM COONAN, 4<sup>TH</sup> DISTRICT  
 COMMISSIONER TOM RYDER, 6<sup>TH</sup> DISTRICT

**Elder Abuse Legislation**

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

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

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

**VOTE TOTALS:**

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

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

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

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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**BAY COUNTY BOARD OF COMMISSIONERS**

**APRIL 14, 2020**

THE BAY COUNTY BOARD OF COMMISSIONERS MET FOR A REGULAR SESSION ON TUESDAY, APRIL 14, 2020, VIA ZOOM. DUE TO THE SPREAD OF THE COVID-19 (CORONA VIRUS DISEASE 2019) THE MEETING WAS HELD VIA ZOOM. PUBLIC ACCESS AT BAY COUNTY COMMUNITY CENTER, 108 JOHN F. KENNEDY DRIVE, BAY CITY, MI. THE MEETING WAS CALLED TO ORDER BY CHAIRMAN MICHAEL DURANCZYK AT 4:00 P.M. WITH THE FOLLOWING MEMBERS AND GUESTS PRESENT.

ROLL CALL: COMMISSIONERS ERNIE KRYGIER, VAUGHN J. BEGICK, KIM COONAN, THOMAS HEREK, TOM RYDER, MICHAEL LUTZ AND CHAIRMAN MICHAEL DURANCZYK

OTHER MEMBERS: CYNTHIA A. LUCZAK, BAY COUNTY CLERK  
TINA MUELLER, SECRETARY TO THE COUNTY CLERK  
DEANNE C. BERGER, BOARD COORDINATOR  
ROBERT J. REDMOND, FINANCIAL ANALYST

ALSO PRESENT: JIM BARCIA, COUNTY EXECUTIVE  
TIFFANY JERRY, PERSONNEL AND EMPLOYEE RELATIONS DIRECTOR  
JAN HISTED, FINANCE OFFICER  
AMBER DAVIS-JOHNSON, CORPORATION COUNSEL  
CRAIG GOULET, ADMINISTRATIVE SERVICES DIRECTOR  
CRISTEN GIGNAC, RECREATION AND FACILITIES  
SHAWNA WALRAVEN, BAY COUNTY TREASURER  
ELIZABETH EURICH, DIRECTOR OF DIVISION ON AGING  
JOEL STRASZ, HEALTH DEPARTMENT DIRECTOR  
RYAN MANZ, EMERGENCY MGMT COORDINATOR  
KIM MEAD, CIRCUIT COURT ADMINISTRATION  
KELLY RIFENBARK, EQUALIZATION DIRECTOR  
VARIOUS ELECTED OFFICIALS  
VARIOUS DEPARTMENT HEADS  
NEWS MEDIA

INVOCATION: THE INVOCATION WAS GIVEN BY THE BAY COUNTY CLERK, CYNTHIA A. LUCZAK.

MOMENT OF SILENCE: MOMENT OF SILENCE WAS HELD FOR ALL THE COVID-19 PATIENTS IN THE USA AND WHOLE WORLD.

PLEDGE OF ALLEGIANCE:

## **MINUTES**

MOTION 31: COMM. LUTZ MOVED TO APPROVE THE BOARD MINUTES FOR THE BAY COUNTY BOARD OF COMMISSIONERS REGULAR BOARD MEETING MARCH 10, 2020. IT WAS SUPPORTED BY COMM. KRYGIER AND PASSED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK; 0 NAYS.

## **CITIZENS INPUT**

THERE WERE NO CITIZENS PRESENT WHO CAME FORWARD TO ADDRESS THE BOARD.

## **PETITIONS AND COMMUNICATIONS**

THERE WERE NO PETITIONS OR COMMUNICATIONS

## **REPORTS/RESOLUTIONS OF COMMITTEES**

### **WAYS AND MEANS (TOM HEREK, CHAIR; MICHAEL LUTZ, VICE CHAIR)**

RES. 2020-62: COMM. HEREK MOVED TO ADOPT RES. 2020-62 THE BAY COUNTY BOARD OF COMMISSIONERS APPROVED THE LOCAL STATE OF EMERGENCY SHOULD REMAIN IN PLACE AT LEAST UNTIL THE NEXT FULL BOARD MEETING ON MAY 12, 2020, THIS WILL ALLOW THE COUNTY TO REMAIN VIGILANT IN ITS FIGHT AGAINST COVID-19, BY CONTINUING THE UTILIZATION OF THE RESPONSE AND RECOVERY ASPECTS OF BAY COUNTY'S EMERGENCY OPERATIONS PLAN AND BY USING RESOURCES TO THE FULLEST EXTENT POSSIBLE, ALLOWING THE COUNTY TO CONTINUE TO ACCESS EMERGENCY FUNDS TO HELP IT THROUGH THE COVID-19 PANDEMIC. IT WAS SUPPORTED BY COMM. RYDER AND ADOPTED BY A ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-63: COMM. HEREK MOVED TO ADOPT RES. 2020-62 APPROVED TEMPORARILY SUSPENDING RESOLUTION 81335, ADOPTED NOVEMBER 10, 1981, TO ALLOW THE PUBLIC HEALTH OFFICER TO EXECUTE CONTRACTS ON BEHALF OF THE COUNTY RELATED TO THE MANAGEMENT OF AND FIGHT AGAINST COVID-19, SO LONG AS THE PUBLIC HEALTH OFFICE (1) HAS EXISTING FUNDS IN HIS BUDGET TO COVER THE COST OF THE CONTRACT; OR (2) HAS

PERMISSION FROM THE COUNTY EXECUTIVE TO UTILIZE FUNDS FROM THE \$150,000 EMERGENCY COVID-19 FUND PREVIOUSLY RELEASED FROM THE BUDGET STABILIZATION FUND BY THE BOARD; AND (3) THE PUBLIC HEALTH OFFICER SEEKS REVIEW AND RECEIVES APPROVAL OF CORPORATION COUNSEL BEFORE EXECUTING ANY SUCH AGREEMENT. IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

BAY COUNTY MEDICAL CARE FACILITY RESOLUTIONS:

- RES. 2020-64: COMM. HEREK MOVED TO ADOPT RES. 2020-64, THE BAY COUNTY BOARD OF COMMISSIONERS APPROVED SUSPENDING RESOLUTION 2014-32 ADOPTED 03/11/14 TO PERMIT BAY MEDICAL CARE FACILITY TO SUBMIT A MILLAGE QUESTION ON THE AUGUST 4, 2020 BALLOT FOR THE PURPOSE OF INCREASING THE PROPERTY TAX LIMITATION BY 1 MILL FOR NINE YEARS, 2020-2029 INCLUSIVE, FOR THE OPERATION, MAINTENANCE AND CAPITAL COSTS TO THE BAY MEDICAL CARE FACILITY. IT WAS SUPPORTED BY COMM. RYDER AND DEFEATED BY A ROLL CALL VOTE: 0 YEAS, 7 NAYS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK.
- COMM. COONAN: COMM. COONAN SUPPORTS THE BAY MEDICAL CARE FACILITY THROUGH FUNDS FROM THE RESERVE OR MILLAGE BUT WANTS THIS RESOLUTION AMENDED TO SAY NOVEMBER BALLOT, NOT AUGUST.
- COMM. BEGICK: COMM. BEGICK SPOKE TO THE BAY MEDICAL CARE FACILITY AND THEY WANT THIS MILLAGE QUESTION ON THE AUGUST BALLOT, BUT SUPPORTS IT BEING PUT ON THE NOVEMBER BALLOT.
- COMM. KRYGIER: COMM. KRYGIER AGREED WITH COMM. COONAN AND BEGICK, THIS NEEDS TO BE PUT ON THE NOVEMBER BALLOT.
- ROBERT REDMOND: ROBERT REDMOND, FINANCIAL ANALYST, AGREED THIS NEEDS BE PUT ON THE NOVEMBER BALLOT, THEY CANNOT COLLECT UNTIL 2021 AND MORE PEOPLE VOTE IN NOVEMBER.
- COMM. RYDER: COMM. RYDER ASKED IF THIS COULD BE AMENDED AND CHANGED TO NOVEMBER, THERE WAS A DISCUSSION AMONG CYNTHIA LUCZAK, AMBER DAVIS-JOHNSON, DEANNE BERGER AND ROBERT REDMOND. IT WAS DECIDED TO DEFEAT THIS RESOLUTION AND AMEND RESOLUTION 2020-65, WITH THE DATE CHANGED TO

NOVEMBER 3, 2020.

RES. 2020-65:

COMM. HEREK MOVED TO ADOPT RES. 2020-65 APPROVED THE FOLLOWING QUESTION TO BE SUBMITTED TO THE ELECTORS FOR THIS COUNTY SHALL BE IN THE FOLLOWING FORM: THIS IS A NEW PROPERTY TAX LIMITATION OF 1 MILL. SHALL THE LIMITATION OF THE AMOUNT OF THE PROPERTY TAXES WHICH MAY BE ASSESSED EACH YEAR AGAINST ALL REAL AND PERSONAL PROPERTY IN BAY COUNTY BE INCREASED BY NOT MORE THAN 1 MILL (\$1 PER \$1000) FOR A PERIOD OF 9 YEARS, INCLUSIVE OF 2020-2029, FOR THE OPERATION, MAINTENANCE AND CAPITAL COSTS FOR THE BAY MEDICAL CARE FACILITY? (THIS MILLAGE WILL RAISE ESTIMATED REVENUES OF \$2,812,091.09 IN THE FIRST YEAR OF LEVY). BE IT FURTHER; CHANGES AS TO FORM MADE BY CORPORATION COUNSEL ARE PERMITTED. THIS BALLOT QUESTION WILL BE SUBMITTED TO THE ELECTORS OF THIS COUNTY ON NOVEMBER 3, 2020, FOR THE PURPOSE OF A PROPERTY TAX LIMITATION BY 1 MILL FOR THE PURPOSE OF OPERATION, MAINTENANCE, AND CAPITAL COSTS OF THE BAY MEDICAL CARE FACILITY. IT WAS SUPPORTED BY COMM. COONAN AND AMENDED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

DRAIN COMMISSIONER:

RES. 2020-66:

COMM. HEREK MOVED TO ADOPT RES. 2020-66, THE BAY COUNTY BOARD OF COMMISSIONERS APPROVED THE RESOLUTION FOR FULL FAITH AND CREDIT FOR THE WALDO DRAIN PROJECT. THE DRAINAGE BOARD FOR THE WALDO AND BRANCHES INTERCOUNTY DRAIN FOR IMPROVEMENTS TO THE WALDO AND BRANCHES INTERCOUNTY DRAIN PURSUANT TO A PETITION FILED WITH THE MIDLAND COUNTY DRAIN COMMISSIONER UNDER THE PROVISIONS OF CHAPTER 8 OF THE DRAIN CODE OF 1956, AS AMENDED AND IN ORDER TO DEFRAY THE COST OF THE PROJECT, THE DRAINAGE BOARD HAS AUTHORIZED AND PROVIDED FOR THE ISSUANCE BY THE WALDO AND BRANCHES INTERCOUNTY DRAIN DRAINAGE DISTRICT OF BONDS IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$5,400,000, BEARING INTEREST AT A RATE NOT TO EXCEED 6.0% PER ANNUM, AND MATURING NOT LATER THAN JUNE 1, 2040, IN ANTICIPATION OF THE COLLECTION OF AN EQUAL AMOUNT OF SPECIAL ASSESSMENTS AGAINST PROPERTY AND PUBLIC CORPORATIONS (INCLUDING THE COUNTY OF BAY) IN THE COUNTIES OF BAY AND MIDLAND IN THE DRAINAGE DISTRICT, SAID SPECIAL ASSESSMENTS TO BE DULY CONFIRMED AS

PROVIDED IN THE DRAIN CODE. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

MOTION 32: COMM. HEREK MOVED TO TO ACCEPT THE 2019 DRAIN REPORT AS SUBMITTED BY DRAIN COMMISSIONER JOSEPH RIVET, IN COMPLIANCE WITH THE PROVISION OF CHAPTER 2, SECTION 31, OF THE MICHIGAN DRAIN CODE. IT WAS SUPPORTED BY COMM. RYDER AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK 0 NAYS.

#### SHERIFF'S OFFICE

RES. 2020-67: COMM. HEREK MOVED TO ADOPT RES. 2020-67 AUTHORIZED THE BAY COUNTY SHERIFF TO MAKE APPLICATION FOR THE 2020 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM THROUGH THE BUREAU OF JUSTICE ASSISTANCE (BJA). THE PROJECTED PERIOD FOR THIS GRANT IS 24 MONTHS, WITH AN OPPORTUNITY FOR A 24-MONTH EXTENSION. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-68: COMM. HEREK MOVED TO ADOPT RES. 2020-68 ACCEPTED THE 2019 STONEGARDEN OPERATION GRANT AND AUTHORIZES THE CHAIRMAN OF THE BOARD TO EXECUTE ALL REQUIRED GRANT DOCUMENTS ON BEHALF OF BAY COUNTY FOLLOWING CORPORATION COUNSEL REVIEW AND APPROVAL. IN MAY 2019, THE BAY COUNTY BOARD OF COMMISSIONERS PASSED RESOLUTION 2019-99 AUTHORIZING THE BAY COUNTY SHERIFF'S OFFICE TO APPLY FOR THE 2019 STONEGARDEN OPERATION GRANT("GRANT"); THE BAY COUNTY SHERIFF'S OFFICE WAS AWARDED \$73,125 UNDER THE GRANT AND THE GRANT AGREEMENT PACKAGE HAS BEEN PROVIDED TO THE COUNTY OF BAY FOR REVIEW AND EXECUTION. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-69: COMM. HEREK MOVED TO ADOPT RES. 2020-69 APPROVED AN ADDITIONAL \$4,000 FROM THE FUND BALANCE TO COVER CREDIT CARD PROCESSING FEES TO ENCOURAGE TAXPAYERS TO MAKE

PHONE OR WEB PAYMENTS. LAST MONTH, THE BAY COUNTY BOARD OF COMMISSIONERS APPROVED AN APPROPRIATION UP TO \$6,000 FOR THE OPENING OF A DROP BOX AND TO PAY CREDIT CARD PROCESSING FEES TO HELP STOP OR SLOW THE SPREAD OF COVID-19. SINCE THE APPROVAL OF THE FEE WAIVER, THERE HAS BEEN AN INCREASE IN CREDIT CARD PAYMENTS AND IT IS EXPECTED THAT THE TREASURER WILL CONTINUE TO SEE AN INCREASE IN THAT AMOUNT GIVEN THE CURRENT CIRCUMSTANCES. IT WAS SUPPORTED BY COMM. RYDER AND ADOPTED BY A ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM.  
DURANCZYK:

COMM. DURANCZYK THANKED SHAWNA WALRAVEN, TREASURER FOR KEEPING HER EMPLOYEES AND CITIZENS SAFE AND HEALTHY BY SETTING UP THIS EASY TO PAY ON LINE.

RES. 2020-70:

COMM. HEREK MOVED TO ADOPT RES. 2020-70 THAT AUTHORIZATION IS GRANTED TO SUBMIT GRANT APPLICATION FOR TREATMENT COURT FUNDING; THE CHAIRMAN OF THE BOARD IS AUTHORIZED TO EXECUTE AND SUBMIT ELECTRONICALLY (IF REQUIRED), THE GRANT APPLICATION DOCUMENTS ON BEHALF OF BAY COUNTY FOLLOWING LEGAL REVIEW/APPROVAL. GRANT APPLICATIONS SUPPORTING TREATMENT COURT SERVICES IN THE CIRCUIT, DISTRICT AND PROBATE/JUVENILE COURTS FOR THE GRANT CYCLE STARTING OCTOBER 2020 WILL BE RELEASED NEXT MONTH. THE EXISTING GRANT-FUNDED PROGRAMS ARE SWIFT AND SURE, ADULT DRUG, ADULT SOBRIETY, JUVENILE DRUG AND FAMILY DEPENDENCY DRUG TREATMENT COURTS. IT WAS SUPPORTED BY COMM. RYDER AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

#### DIRECTOR OF RECREATION AND FACILITIES

RES. 2020-71 :

COMM. HEREK MOVED TO ADOPT RES. 2020-71 APPROVED THE CONTRACT WITH THE BOYS AND GIRLS CLUB OF BAY COUNTY FOR THE SUMMER RECREATION PROGRAM AND AUTHORIZED THE CHAIRMAN OF THE BOARD TO EXECUTE SAID CONTRACT AND RELATED DOCUMENTS ON BEHALF OF BAY COUNTY FOLLOWING CORPORATION COUNSEL REVIEW AND APPROVAL. THE BOYS & GIRLS CLUB OF BAY COUNTY HAS RUN A SUMMER PROGRAM FOR CHILDREN AT THEIR BAY CITY, ESSEXVILLE AND PINCONNING UNIT, A PROGRAM THAT ENSURES CHILDREN OF BAY COUNTY HAVE A SAFE AND FUN LEARNING ENVIRONMENT AND OFFERS A VARIETY

OF ACTIVITIES. THE CONTRIBUTION OF \$13,000 HAS BEEN BUDGETED IN THE 2020 BUDGET. IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM. KRYGIER: COMM. KRYGIER QUESTIONED THE START DATE OF THE SUMMER PROGRAMS. CRISTEN GIGNAC, RECREATION AND FACILITIES DIRECTOR ASSUMES IN JUNE WHEN SCHOOL GETS OUT, BUT THIS WAS SENT OUT BEFORE THE STAY AT HOME WAS ENACTED AND SCHOOLS WERE CLOSED, SHE IS NOT SURE IF THESE PROGRAMS WILL BE CANCELLED. COMM. KRYGIER ASKED CRISTEN TO KEEP THE PUBLIC AWARE OF THE SCHEDULE AND UPDATE THE WEBSITE. SHE ALSO CLARIFIED THAT THE BOYS & GIRLS CLUB IS A SEPARATE PROGRAM AND SHE WOULD REACH OUT TO THEM AND MAKE SURE THEY KEEP THE PUBLIC UPDATED ALSO.

RES. 2020-72: COMM. HEREK MOVED TO ADOPT RES. 2020-72 APPROVED THE UPGRADE OF THE PUMP HOUSE CONTROLS AT THE BAY COUNTY GOLF COURSE AND AUTHORIZES THE CHAIRMAN OF THE BOARD TO SIGN DOCUMENTS RELATED TO THE UPGRADE UPON FAVORABLE REVIEW FROM CORPORATION COUNSEL. WHILE THIS UPGRADE IS ONLY FOR THE CONTROL OF THE SYSTEM, IT WILL BE USEABLE IF THE PHYSICAL PUMPS ARE UPGRADED IN THE FUTURE. PUMPING THE IRRIGATION POND INTO THE NEW POND WILL IMPROVE THE DRAINAGE OF THE COURSE, BUT WILL ALSO PUT ADDITIONAL STRESS ON THE PUMP SYSTEM. IT'S PROPOSED TO USE UP TO \$19,000 OF FUNDS FROM THE CAPITAL RESERVE LINE ITEM OF THE GOLF COURSE FUND; THESE FUNDS ORIGINATED FROM THE SALE OF SOIL FOR THE POND AND NO GENERAL FUND DOLLARS WILL BE USED. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM. KRYGIER: COMM. KRYGIER CONFIRMED THAT THE UPGRADE WAS JUST TO THE CONTROLS AND NOT THE MECHANICS OF THE PUMP ITSELF. CRISTEN GIGNAC, RECREATION AND FACILITIES DIRECTOR, CONFIRMED THE UPGRADE WAS JUST FOR THE CONTROLS. SHE MENTIONED THE PUMP HOUSE AND IRRIGATION SYSTEM AT THE BAY COUNTY GOLF COURSE WAS INSTALLED IN 1986, SO THEY ARE VERY OLD AND OUTDATED. PUMPS HAVE BEEN WORKED ON IN THE PAST AND ARE SITTING OK RIGHT NOW, WITH THE NEW POND BEING CONNECTED TO THE IRRIGATION POND, THEY HAVE MORE NEEDS FOR THE CONTROLS TO BE UPDATED. THE COST TO

UPGRADE THE CONTROLS IS JUST OVER \$18,000.

COMM. COONAN: COMM. COONAN ASKED HOW MUCH IS ON THAT LINE ITEM, HE WOULD LIKE TO KNOW THE AMOUNT SO THEY CAN KEEP TRACK OF THE MONEY. CRISTEN GIGNAC, RECREATION AND FACILITIES DIRECTOR CONFIRMED THEY HAVE \$94,500 IN THE CAPITAL ASSETS LINE ITEM GOLF COURSE FUND FROM THE SALE OF THE SOIL FROM THE NEW POND.

EXECUTIVE JIM BARCIA: EXECUTIVE JIM BARCIA COMMENTED THAT THE MONEY FOR THIS PROJECT CAME FROM THE SALE OF THE SOIL TO FISHER CONTRACTING AND WOULD LIKE THIS RESOLUTION ADOPTED.

RES. 2020-73: COMM. HEREK MOVED TO ADOPT RES. 2020-73 ACCEPTED THE 2020 MICHIGAN AFFAIRS AGENCY VETERAN SERVICE GRANT AWARD IN THE AMOUNT OF \$90,130 AND AUTHORIZED THE CHAIRMAN OF THE BOARD TO EXECUTE ALL REQUIRED GRANT AWARD DOCUMENTS ON BEHALF OF BAY COUNTY FOLLOWING CORPORATION COUNSEL REVIEW AND APPROVAL. IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-74: COMM. HEREK MOVED TO ADOPT RES. 2020-74 APPROVED THE BAY COUNTY EQUALIZATION REPORT FOR 2020 (ATTACHED) AND THE CHAIRMAN OF THE BOARD IS AUTHORIZED TO EXECUTE REQUIRED DOCUMENTS RELATED TO THE 2019 BAY COUNTY EQUALIZATION REPORT ON BEHALF OF BAY COUNTY. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM. COONAN: COMM. COONAN QUESTIONED THE PERCENT OF CHANGE BETWEEN 2019 AND 2020, KELLY RIFENBARK, EQUALIZATION DIRECTOR COMMENTED SHE WOULD HAVE THE REPORT TO THEM IN THE MORNING.

RES. 2020-75: COMM. HEREK MOVED TO ADOPT RES. 2020-75 HEREBY APPROVED THE CLAIMS AGAINST THE COUNTY, ACCOUNTS PAYABLE; SEE RESOLUTION FOR DOLLAR AMOUNTS. IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

- MOTION 33: COMM. HEREK MOVED TO APPROVE A PROPOSAL SUBMITTED BY PATRICK O'SHEA FOR THE CONVERSION OF TWO(2) EXISTING TENNIS COURTS TO SIX(6) PICKLE BALL COURTS AT CARROLL PARK AT A COST OF \$5,000. THIS WILL BE REFERRED TO THE NEXT BOARD OF COMMISSIONERS MEETING, MAY 12, 2020, THE POSTPONEMENT WOULD ALLOW MR. O'SHEA TO SEEK FUNDING FROM OTHER LOCAL SOURCES TOWARD THE PROPOSED PROJECT, WITH A POSSIBLE JUNE 15, 2020 COMPLETION DATE. IT WAS SUPPORTED BY COMM. COONAN AND REFERRED BY A ROLL CALL VOTE: 4 YEAS, COMM. KRYGIER, BEGICK, RYDER, LUTZ AND 3 NAYS, COMM. DURANCZYK, COONAN AND HEREK.
- COMM. COONAN: COMM. COONAN SUPPORTS THIS PROJECT AND SAID IT IS GOOD COLLABORATION WITH THE CITY OF BAY CITY AND PRIVATE SECTOR. THEY ORIGINALLY WANTED \$10,000, BUT THEN IT CHANGED TO \$5,000 SINCE THE CITY DONATED \$5,000. THEY ARE ALSO REACHING OUT TO OTHER FOUNDATIONS FOR MORE DOLLARS TO BE DONATED. HE SUPPORTS THIS RESOLUTION SINCE PICKLE BALL IS AN UPCOMING SPORT FOR SENIORS AND THIS WILL ALSO ENHANCE CARROLL PARK.
- COMM. RYDER: COMM. RYDER ASKED THIS TO BE REFERRED AT THIS TIME, BUSINESSES ARE NOT DOING WELL RIGHT NOW AND MANY CITIZENS ARE UNEMPLOYED DURING THIS COVID-19 PANDEMIC. HE AGREES WITH COMM. COONAN THAT IT IS A WORTHWHILE PROJECT AND WE NEED TO WORK WITH OTHER MUNICIPALITIES, BUT THIS IS NOT THE RIGHT TIME TO SPEND \$5,000.
- COMM. BEGICK: COMM. BEGICK SUPPORTS COMM. RYDER AND AGREES TO REFER THIS RESOLUTION.
- COMM. HEREK: COMM. HEREK SUPPORTS THIS RESOLUTION AND THINKS IT IS A GREAT IDEA, BUT HE WOULD LIKE TO SEE MR. O'SHEA GET THE REST OF THE MONEY BEFORE THE BOARD JUST HANDS THEM THE \$5,000.
- COMM. KRYGIER: COMM. KRYGIER SUPPORTS COMM. RYDER AND AGREES WITH REFERRING THIS RESOLUTION, THIS IS NOT THE RIGHT TIME.
- COMM. COONAN: COMM. COONAN AGREES WITH COMM. HEREK, THEY ONLY GET THE MONEY IF THEY SECURE THE REST OF THE MONEY TO PAY FOR THE PROJECT. TIMING IS OF ESSENCE, IF THE BOARD REFERS IT, IT WILL BE KILLED, THEY NEED THE MONEY NOW IN ORDER TO GET THIS PROJECT COMPLETED FOR THIS SUMMER.

COMM. HEREK: COMM. HEREK ASKED AMBER DAVIS-JOHNSON, CORPORATION COUNSEL, IF THE BOARD AGREED TO GIVE THE MONEY CAN THEY MAKE IT CONTINGENT UPON THEM SECURING ALL THE FUNDS . PER AMBER DAVIS-JOHNSON THE BOARD WOULD HAVE TO AMEND THE RESOLUTION AND ADD THAT THEY WILL ALLOCATE MR. O'SHEA THE MONEY ONCE HE HAD SECURED ALL OF THE FUNDING. COMM. HEREK ASKED COMM. COONAN IF HE WOULD BE AMENDING THIS RESOLUTION TO MAKE IT CONTINGENT ON MR. O'SHEA SECURING ALL THE FUNDS FIRST, COMM. COONAN SAID YES.

COMM. RYDER: COMM RYDER ASKED HOW CAN THIS BE AMENDED WHEN THE BOARD WAS VOTING ON THIS MOTION TO BE REFERRED. COMM. DURANCZYK AGREED THIS IS CORRECT WE NEED TO VOTE YES OR NO ON REFERRING THIS RESOLUTION. PER AMBER DAVIS-JOHNSON YOU CAN REFER THIS RESOLUTION AND AMEND IT LATER.

MOTION 34: COMM. HEREK MOVED TO RECEIVE THE MARCH 5, 2020 TUITION REIMBURSEMENT REQUEST MEMO FOR VARIOUS COUNTY EMPLOYEES AND AUTHORIZE PAYMENT TO THE FOLLOWING WHO HAVE MET THE REQUIREMENTS OF COMPLETING WITH PASSING GRADES AND PROOF OF PAYMENT TO THE PERSONNEL DEPARTMENT. LEAH FOURNIER DISTRICT COURT, \$2,730.00, JENNIFER DAVENPORT, FINANCE DEPARTMENT UP TO \$3,000.00, EMILY NELSON, HEALTH DEPARTMENT \$1,500.00, PER NURSES AGREEMENT UP TO \$4,000.00 MAX AND CRAIG GOULET, ADMINISTRATIVE SERVICES, UP TO \$1,500.00 MAX. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

**PERSONNEL/HUMAN SERVICES (TOM RYDER, CHAIR;  
MICHAEL E. LUTZ, VICE CHAIR)**

RES. 2020-76: COMM. RYDER MOVED TO ADOPT RES. 2020-76 APPROVED WAIVING THE CURRENT POLICY FOR FILLING VACANCIES FOR THE DURATION OF THE COVID 10 PANDEMIC/STATE OF EMERGENCY DIRECTIVE(S) TO ALLOW THE BACKFILLING OF ESSENTIAL BUDGETED POSITIONS IN ORDER TO MAINTAIN NECESSARY SERVICE DURING THIS UNPRECEDENTED TIME WITH THE UNDERSTANDING THAT THIS AUTHORIZATION PERTAINS ONLY TO POSITIONS BUDGETED IN THE 2020 BUDGET AND REQUIRING NO ADDITIONAL FUNDING. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-77: COMM. RYDER MOVED TO ADOPT RES. 2020-77 APPROVED IMPLEMENTING THE FAMILIES FIRST CORONA VIRUS RESPONSE ACT POLICY (FFCRA), SEE ATTACHED, SUBJECT TO FAVORABLE REVIEW/APPROVAL OF CORPORATION COUNSEL. THE DEPARTMENT OF LABOR RECOMMENDED EMPLOYERS IMPLEMENT A POLICY THAT OUTLINES THE BENEFITS AND GUIDELINES FOR EMPLOYEES. THERE IS NO FINANCIAL IMPACT BY IMPLEMENTING THE POLICY. IT WAS SUPPORTED BY COMM. HEREK AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-78: COMM. RYDER MOVED TO ADOPT RES. 2020-78 APPROVED THE INCLUSION OF HEALTHCARE PROVIDERS AND FIRST RESPONDERS EMPLOYED WITH BAY COUNTY AND ALLOW THEM TO BE OFFERED THE FAMILIES FIRST CORONA VIRUS ACT (FFCRA) BENEFITS EQUAL TO WHAT OTHER BAY COUNTY EMPLOYEES RECEIVE UNDER THE LEGISLATION. IT'S NOT POSSIBLE TO ACCURATELY ESTIMATE WHO MAY UTILIZE THIS BENEFIT, SHOULD AN EMPLOYEE REQUIRE BACKFILLING DURING THOSE HOURS TO MAINTAIN STAFFING MINIMUMS, A BUDGET ADJUSTMENT MAY BE NEEDED LATER IN THE YEAR IF OVERTIME BUDGETS ARE EXCEEDED, HOWEVER NOT ALL EMPLOYEES WOULD REQUIRE COVERAGE DURING AN ABSENCE. IT WAS SUPPORTED BY COMM. BEGICK AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-79: COMM. RYDER MOVED TO ADOPT RES. 2020-79 APPROVED THE NEIGHBORS OF THE BAY ADVERTISING AGREEMENT COVERING ADVERTISING FOUR TIMES PER YEAR FOR 3 YEARS IN SAID PUBLICATION BY THE RECREATION AND AGING DEPARTMENTS. EACH TIME BAY COUNTY PUTS AN ADVERTISEMENT IN THE NEIGHBORS OF THE BAY MAGAZINE, THE APPROPRIATE DEPARTMENT WILL BE INVOICED \$224.00; THE GOLF COURSE, CIVIC ARENA AND DEPARTMENT ON AGING'S BUDGET HAVE SUFFICIENT FUNDS FOR THIS ADVERTISING EXPENSE WITH NO ADDITIONAL FUNDS BEING REQUESTED. IT WAS SUPPORTED BY COMM. HEREK AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM. KRYGIER: COMM. KRYGIER QUESTIONED WHAT THE TOTAL AMOUNT WOULD COST FOR THE YEAR. PER CRISTEN GIGNAC, RECREATION AND FACILITIES DIRECTOR, \$224.00 PER AD AND WE WILL ADVERTISE FOUR TIMES A YEAR SO  $\$224.00 \times 4 = \$896.00$ . THE CIVIC ARENA, GOLF COURSE WILL RUN ONE AD AND DIVISION ON AGING WILL

RUN TWO ADS AND THEY WILL ALL BE INVOICED APPROPRIATELY PER DEPARTMENT.

RES. 2020-80: COMM. RYDER MOVED TO ADOPT RES. 2020-80 APPROVED ENTERING INTO AN AGREEMENT WITH A CANINE TRAINER TO ASSIST IN THE DOG TRAINING PROGRAM AT SAGINAW CORRECTIONAL FACILITY (SRF) AND AUTHORIZES THE CHAIRMAN OF THE BOARD TO EXECUTE SAID AGREEMENT ON BEHALF OF BAY COUNTY FOLLOWING CORPORATION COUNSEL REVIEW AND APPROVAL. THE AGREEMENT WOULD NOT EXCEED \$5,000, FOR THE CALENDAR YEAR AND MONEY IS AVAILABLE WITHIN THE CURRENT BUDGET. IT WAS SUPPORTED BY COMM. HEREK AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM. KRYGIER: COMM. KRYGIER CONFIRMED THAT THIS WOULD BE SELF SUFFICIENT AND THE MONEY PAID TO THE TRAINER WOULD BE PAID BY THE INCREASE IN ADOPTION FEES, NO MONEY WOULD COME FROM THE GENERAL FUND. AMBER DAVIS-JOHNSON, CORPORATION COUNSEL CONFIRMED THIS IS CORRECT.

RES. 2020-81: COMM. RYDER MOVED TO ADOPT RES. 2020-81 APPROVED THE AGREEMENT FOR THE HEALTHSPACE CLOUD SUITE SOFTWARE UPGRADE FOR ENVIRONMENTAL HEALTH INSPECTIONS AND AUTHORIZES THE CHAIRMAN OF THE BOARD TO EXECUTE SAID AGREEMENT ON BEHALF OF BAY COUNTY (HEALTH DEPARTMENT) FOLLOWING CORPORATION COUNSEL REVIEW AND APPROVAL. SOFTWARE COSTS TOTAL \$16,200, WHICH INCLUDES THE \$10,800 ANNUAL LICENSING FEE AND NO ADDITIONAL GENERAL FUNDS ARE NECESSARY AS FUNDS EXIST IN THE CURRENT BUDGET, AS WELL AS SUPPLEMENTAL FUNDS PROVIDED BY THE STATE OF MICHIGAN. IT WAS SUPPORTED BY COMM. HEREK AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-82: COMM. RYDER MOVED TO ADOPT RES. 2020-82, APPROVED TO POST/ADVERTISE/FILL THE FOLLOWING FULL TIME/PART TIME/TEMPORARY/SEASONAL OR CO-OP POSITIONS/VACANCIES/NEW POSITIONS IN THE FOLLOWING DEPARTMENTS: 911 CENTRAL DISPATCH- FULL TIME DISPATCHER; SHERIFF'S OFFICE -FULL TIME CORRECTIONAL FACILITY OFFICER ; OFFICE OF PUBLIC DEFENDER - FULL TIME LEGAL SECRETARY. IT WAS SUPPORTED BY COMM. COONAN AND PASSED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM. KRYGIER: COMM. KRYGIER ASKED TIFFANY JERRY, PERSONNEL AND EMPLOYEE RELATIONS DIRECTOR IF 911 STILL HAD A POOL OR BANK OF PEOPLE WHO WANTED TO WORK IN DISPATCH. PER TIFFANY WE CONTINUE TO PULL FROM THAT POOL.

**BOARD OF COMMISSIONERS (MICHAEL DURANCZYK, CHAIR,  
MICHAEL LUTZ, VICE CHAIR)**

RES. 2020-83: COMM. LUTZ MOVED TO ADOPT RES. 2020-83 RECOGNIZED CALVIN ZENO CARSTENS FOR HIS INCREDIBLE MILITARY CAREER, HIS LIFELONG DEDICATION AND COMMITMENT TO GIVING-BACK AND FAITHFULLY SERVING HIS COUNTRY AND COMMUNITY. THERE ARE MANY INDIVIDUALS IN BAY COUNTY DESERVING OF RECOGNITION FOR THEIR CONTRIBUTIONS TO BAY COUNTY AND ONE OF THESE WORTHY INDIVIDUAL IS CALVIN ZENO CARSTENS. FROM A FARM BOY TO A PROFESSIONAL BASEBALL PLAYER, TO HUSBAND, WWII PILOT WITH CREDIT FOR 51 MISSIONS, TO AIRPORT DEVELOPER, CROP DUSTER, PHOTOGRAPHER, RESCUER, RE-ENLISTMENT IN THE U.S.AIR FORCE DURING THE KOREAN WAR, SALESMAN AND PURCHASING AGENT, RETIREMENT AND STILL BEING VERY ACTIVE, CALVIN ZENO CARSTENS IS STILL GOING STRONG AT 100 YEARS OF AGE. IT WAS SUPPORTED BY COMM. BEGICK AND PASSED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM. KRYGIER: COMM. KRYGIER COMMENTED THAT CALVIN ZENO CARSTENS IS TRULY A BAY COUNTY HERO AND HATS OFF TO HIM.

COMM. DURANCZYK: COMM. DURANCZYK COMMENTED THAT THIS IS THE STUFF MOVIES ARE MADE OF AND HE HAS TEN PAGES OF GOOD READING THAT HE WILL FORWARD AND SHARE.

RES. 2020-84: COMM. LUTZ MOVED TO ADOPT RES. 2020-84 TO RECEIVE THE EMPLOYMENT STATUS REPORT - MARCH 2020. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

**REPORTS OF COUNTY OFFICIALS/DEPARTMENTS**

COUNTY EXECUTIVE

EXECUTIVE JIM  
BARCIA:

EXECUTIVE JIM BARCIA THANKED THE BOARD FOR ALL THEY ARE DOING AND FOR ALSO EXTENDING THE EMERGENCY DECLARATION FOR BAY COUNTY UNTIL APRIL 30, 2020. HE COMMENDED EVERYONE IN BAY COUNTY FOR SLOWING THE SPREAD OF COVID-

19, EVERYONE IS PITCHING IN AND SUPPORTING ONE ANOTHER. HE ALSO THANKED ALL THE DEEMED ESSENTIAL WORKERS AND BAY COUNTY STAFF FOR CONTINUING THE BEST SERVICE POSSIBLE UNDER THESE UNPRECEDENTED CIRCUMSTANCES. HE WAS ALSO HAPPY TO SEE COMM. COONAN RECOVERING FROM THIS COVID-19 VIRUS. THESE ARE DIFFICULT TIMES, BUT THERE IS LIGHT AT THE END OF THE TUNNEL.

### **UNFINISHED BUSINESS**

RES. 2020-53            COMM. LUTZ MOVED TO REVISIT RES. 2020-53 REGARDING THE ANIMAL SERVICES/BUILDING PLANS/MILLAGE, THIS WAS WITHDRAWN.

### **NEW BUSINESS**

#### **WAYS AND MEANS COMMITTEE**

RES. 2020-85:        COMM. HEREK MOVED TO ADOPT RES. 2020-85 APPROVED AMENDING THE 2019-2020 CPBC AGREEMENT BETWEEN BAY COUNTY AND THE MICHIGAN DEPARTMENT OF COMMUNITY HEALTH AND THE AMENDMENT INCORPORATES THE ANNUAL BUDGET, OUTPUT MEASURES, FUNDING/REIMBURSEMENT MATRIX, UPDATED PROGRAM LANGUAGE AND REVISED ALLOCATIONS RECEIVED SINCE THE ORIGINAL AGREEMENT WAS ISSUED AND THIS AMENDMENT REFLECTS ADJUSTMENTS TO FUNDING LEVEL AS FOLLOWS - SEE ATTACHMENTS. THE BAY COUNTY BOARD OF COMMISSIONERS APPROVED AMENDMENT #4 TO THE 2019-2020 COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING (CPBC) AGREEMENT AND AUTHORIZES THE CHAIRMAN OF THE BOARD TO EXECUTE AND SUBMIT SAID AMENDMENT ON BEHALF OF BAY COUNTY HEALTH DEPARTMENT. IT WAS SUPPORTED BY COMM. LUTZ AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-86:        COMM. KRYGIER MOVED TO ADOPT RES. 2020-86 AUTHORIZED THE DEPARTMENT ON AGING'S TO SUBMIT THE MEMORANDUM OF UNDERSTANDING FOR THE SENIOR PROJECT FRESH/MARKET FRESH PROGRAM TO MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES AGING AND ADULT SERVICES AGENCY. IN THE PAST THIS HAS ASSISTED OUR HOMEBOUND BAY COUNTY SENIORS WITH THE ABILITY TO PURCHASE FRESH FRUIT AND VEGETABLES. THERE IS NO FINANCIAL COST TO BAY COUNTY OR BAY COUNTY DEPARTMENT ON AGING. IT WAS SUPPORTED BY COMM. BEGICK AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

- RES. 2020-87: COMM. COONAN MOVED TO ADOPT RES. 2020-87 APPROVED THE BAY CITY PUBLIC SCHOOL RESOURCE OFFICER AGREEMENT FOR THE SCHOOL YEAR (2020) TO THE END OF THE SCHOOL YEAR (2021) AND AUTHORIZES THE CHAIRMAN OF THE BOARD TO EXECUTE SAID AGREEMENT(S) AND RELATED DOCUMENTS ON BEHALF OF BAY COUNTY FOLLOWING CORPORATION COUNSEL REVIEW AND APPROVAL. IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.
- RES. 2020-88: COMM. COONAN MOVED TO ADOPT RES. 2020-88 APPROVED THE PINCONNING SCHOOL RESOURCE OFFICER AGREEMENT FOR THE SCHOOL YEAR (2020) TO THE END OF THE SCHOOL YEAR (2021) AND AUTHORIZES THE CHAIRMAN OF THE BOARD TO EXECUTE SAID AGREEMENT(S) AND RELATED DOCUMENTS ON BEHALF OF BAY COUNTY FOLLOWING CORPORATION COUNSEL REVIEW AND APPROVAL. IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.
- RES. 2020-89: COMM. COONAN MOVED TO ADOPT RES. 2020-89 APPROVED THE BANGOR TOWNSHIP AND BANGOR SCHOOL RESOURCE OFFICER AGREEMENT FOR THE SCHOOL YEAR (2020) TO THE END OF THE SCHOOL YEAR (2021) AND AUTHORIZES THE CHAIRMAN OF THE BOARD TO EXECUTE SAID AGREEMENT(S) AND RELATED DOCUMENTS ON BEHALF OF BAY COUNTY FOLLOWING CORPORATION COUNSEL REVIEW AND APPROVAL. IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.
- RES. 2020-90: COMM. RYDER MOVED TO ADOPT RES. 2020-90 DUE TO EXTRAORDINARY CIRCUMSTANCES SURROUNDING THE COVID-19 PANDEMIC, APPROVED THE BAY COUNTY REALTOR ASSOCIATION ADDENDUM TO SALES CONTRACT WHEREBY THE BUYERS FEASIBILITY STUDY SURROUNDING THE COUNTY MARKET PURCHASE IS ON HOLD UNTIL THE MICHIGAN STAY AT HOME ORDER IS LIFTED; THAT AT THE TIME THE ORDER IS LIFTED, BUYER'S STUDY IS TO RESUME WITH 63 DAYS LEFT IN DURATION. IT WAS SUPPORTED BY COMM. HEREK AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.
- MOTION 35: COMM. COONAN MOVED TO RECOMMEND TO THE GOVERNOR, THE

APPOINTMENT OF BAY CITY EDUCATION ASSOCIATION PRESIDENT RICK MEETH, TO FILL THE UNEXPIRED TERM OF CYNTHIA HOWELL ON THE DHHS BOARD/BCMCF BOARD THROUGH THE TERM ENDING OCTOBER 31, 2021. UPON NOTIFICATION OF THE RETIREMENT AND RESIGNATION OF CYNTHIA HOWELL FROM THE DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD AND BAY MEDICAL CARE FACILITY BOARD (DHHS BOARD/BCMCF BOARD), EFFECTIVE MARCH 31, 2020, IT WAS THE RESPONSIBILITY OF THE BAY COUNTY BOARD OF COMMISSIONERS' TO RECOMMEND A REPLACEMENT MEMBER TO THE CURRENTLY SEATED GOVERNOR, UNDER ACT 280 OF P.A. 139, TO MONITOR THE COUNTY WELFARE PROGRAM AND MEDICAL CARE FACILITY BY SERVING ON SAID BOARDS. IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM.  
DURANCZYK:

COMM. DURANCZYK COMMENTED THAT OTHER PEOPLE MAY WANT TO APPLY, HE DISCUSSED THIS WITH CORPORATION COUNSEL THEY RECOMMENDED POSTING THAT THE BOARD WOULD BE MAKING A RECOMMENDATION TO THE GOVERNOR. PER COMM. COONAN COMMENTED THAT RICK MEETH APPLIED AND OTHERS MAY APPLY TOO.

### **MISCELLANEOUS**

THERE WAS NO MISCELLANEOUS BUSINESS

### **ANNOUNCEMENTS**

CHAIRMAN DURANCZYK NOTED THE UPCOMING 2020 APPOINTMENTS AS FOLLOWS:

1. JUNE:

A. LIBRARY BOARD - (ONE 5-YEAR TERM - SUE BLONDIN)

2. OCTOBER:

A. LAND BANK AUTHORITY - (ONE 3-YEAR TERM EXPIRING - ANDREW NIEDZINSKI, CITY COMMISSIONER)

B. DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD OF DIRECTORS - (ONE 3-YEAR TERM - SANDY SHUTT)

3. NOVEMBER:

A. BUILDING AUTHORITY (ONE 6-YEAR TERM EXPIRING - DARRELL MACIAG)

4. DECEMBER:

A. DEPARTMENT ON AGING ADVISORY COMMITTEE (FOUR 2-YEAR TERMS EXPIRING: DISTRICTS 2, 4, 6 AND 1 AT LARGE)

**CLOSED SESSION**

THERE WAS NO NEED FOR A CLOSED SESSION

**MORE ANNOUNCEMENTS**

COMM. BEGICK: COMM. BEGICK ANNOUNCED THERE IS A MAC BOARD MEETING, NEXT TUESDAY, APRIL 21, 2020, AT 1:00PM, THEY ARE ASKING FOR QUESTIONS, IF YOU HAVE ANY QUESTIONS PLEASE SEND HIM AN EMAIL OR CALL HIM.

COMM. DURANCZYK: COMM. DURANCZYK CONGRATULATED RYAN AND CHRIS AT 911 FOR DOING A GREAT JOB AND FOR BEING SO ORGANIZED.

JOEL STRASZ: JOEL STRASZ, HEALTH DEPARTMENT DIRECTOR PROVIDED AN UPDATE ON THE COVID-19 PANDEMIC. AS OF TODAY, APRIL 14, 2020, THERE ARE SIXTY (60) CONFIRMED CASES, TWO (2) FATALITIES AND TEN (10) RECOVERIES. THEY ARE IN CONSTANT CONTACT WITH THE HOSPITALS, CENSUS ARE DOWN, THEY ARE NOT OVERWHELMED AND THEY HAVE ENOUGH PERSONAL PROTECTION EQUIPMENT. THEY ARE IN CONTACT WITH LONG TERM FACILITIES, TO MAKE SURE THAT SITUATION DOESN'T GET OUT OF HAND. THEY ALSO IMPLEMENTED A SURVEILLANCE SYSTEM FOR HEALTHCARE WORKERS TO CHECK IN TWICE A DAY TO KEEP AN EYE ON THEIR HEALTH AND KEEP IT MANAGEABLE AND NOT HAVE THEM SPREADING THE VIRUS.

RYAN MANZ: RYAN MANZ, EMERGENCY MANAGEMENT COORDINATOR, THANKED EVERYONE FOR THEIR KIND WORDS AND SUPPORT, HE COULD NOT HAVE DONE IT WITHOUT THE HELP FROM EVERYONE.

ROBERT REDMOND: ROBERT REDMOND, FINANCIAL ANALYST, COMPLIMENTED EXECUTIVE JIM BARCIA'S IT DEPARTMENT FOR MAKING TODAY'S MEETING POSSIBLE AND SO EASY.

EXECUTIVE JIM: EXECUTIVE JIM BARCIA THANKED JOEL STRASZ FOR THE UPDATE

BARCIA: ON THE COVID 19 PANDEMIC, HE IS DOING A PHENOMENAL JOB WITH HIS TEAM AT THE HEALTH DEPARTMENT. ALSO THANKED RYAN'S TEAM AND LAW ENFORCEMENT FOR KEEPING EVERYONE SAFE. JIM BARCIA ALSO THANKED BETH EURICH, DIRECTOR OF DIVISION ON AGING, FOR GETTING MEALS TO THE HOMEBOUND.

COMM. DURANCZYK: COMM. DURANCZYK COMPLIMENTED BETH EURICH, DIRECTOR OF DIVISION ON AGING, ON SERVING THE LARGEST NUMBER OF MEALS LAST WEEK. PER BETH, THEY DELIVERED 900 HOT MEALS ON THURSDAY, APRIL 9, 2020 ALONG WITH A SIX DAY EMERGENCY MEAL FOR FRIDAY, SO 6300 TOTAL MEALS WERE PROVIDED. ON MONDAY, APRIL 20, 2020 THEY WILL DELIVER ANOTHER 5 PACK EMERGENCY PACKS TO 950 PEOPLE AND ON APRIL 27, 2020 THEY WILL BE BACK TO SERVING HOT MEALS.

**RECESS/ADJOURNMENT**

MOTION 36: COMM. KRYGIER MOVED TO ADJOURN THE REGULAR SESSION OF THE BAY COUNTY BOARD OF COMMISSIONERS OF MARCH 10, 2020. IT WAS SUPPORTED BY COMM. HEREK THE MEETING CONCLUDED AT 5:30 P.M. BY A VOICE VOTE: 7 YEAS, 0 NAYS.

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MICHAEL DURANCZYK, CHAIRMAN  
BOARD OF COMMISSIONERS

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CYNTHIA A. LUCZAK  
BAY COUNTY CLERK  
BOARD OF COMMISSIONERS

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TINA MUELLER  
SECRETARY TO THE CLERK  
BOARD OF COMMISSIONERS