

WAYS AND MEANS COMMITTEE

AGENDA

TUESDAY, JANUARY 5, 2016

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1-5 III MINUTES (12/1/15)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
- 6 A. Director of Administrative Services - Award of Net Asset Distribution of \$253,599.00 from Michigan Municipal Risk Management Authority - Presentation of Check by Tim McClorey, Bay County's Regional Risk Manager **(Receive)**
- B. Bay County Sheriff Department
- 7-10 1. Securus Technologies Third Amendment to Inmate Facility Services Agreement **(Seeking approval of contract; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached)**
- 11-12 2. Correctional Healthcare Companies Contract **(Seeking approval of contract; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached)**
- 13-14 3. RAP Grant Application **(Seeking authorization to apply for RAP grant funding through MMRMA for X-Ray Screening System and supplemental equipment; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)**
- 15-16 4. Road Patrol "Pooled" Contract FTY 2016-2017 **(Seeking approval of Road Patrol Service Agreements with Monitor, Bangor, Portsmouth, and Williams Townships and the City of Auburn; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached)**
- C. Director of Recreation and Facilities
- 17-22 1. Fee Schedule for Bay County Golf Course **(Seeking approval of outlined fee schedule - proposed resolution attached)**
- 23-24 2. Fee Schedule Addition **(Seeking approval of the addition of indoor Baseball/Golf Program fee schedule - proposed resolution attached)**

- D. Director of Division on Aging
- 25-26 1. Senior Dining Center Agreements **(Seeking approval of Dining Center Agreements with Kawkawlin Township, Williams Township, and Hampton Township; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached)**
- 27-28 2. A & D Home Health Care, Inc. Waiver Contract **(Seeking approval of Agreement; authorization for Board Chair to sign; approval of required budget adjustments - proposed resolution attached)**
- 29-30 E. Emergency Management Coordinator - 2016 Hazardous Materials Emergency Preparedness Grant for Local Emergency Planning Committee **(Seeking approval of 2016 HMEP Grant for LEPC; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)**
- F. Juvenile Home Director
- 31-32 1. Memorandum of Understanding with Mobile Kids Dental **(Seeking approval of MOU for dental exams; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)**
- 33-34 2. Service Contract with MobileXUSA **(Seeking approval of Service Contract for resident x-ray services; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)**
- 35-36 3. Service Contract with BizStream **(Seeking approval of Service Contract with BizStream for services re electronic filing system; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)**
- 37-38 G. Buildings and Grounds Project Manager - Major Capital Improvement Projects **(Seeking authorization to solicit bids for Roof Project, Countywide Telecommunications Systems and Law Enforcement Center Asphalt Projects; authorization for Board Chair to sign required bid award documents; approval of required budget adjustments - proposed resolution attached)**
- 39 H. Payables: Accounts Payable; BAYANET; Center Ridge Arms **(Proposed resolution attached)**
- I. Finance Officer
- 40 1. Analysis of General Fund Equity 2015 **(Receive)**
- 41 2. Executive Directive #2007-11 Update **(Receive)**
- 42-44 3. Contract Extension for Office Supply Agreement **(Seeking approval of contract extension with Office Depot; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached)**

4. Amendment to Ricoh Copier Contract (**Seeking approval of Amendment; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)

- VI REFERRALS
- VII UNFINISHED BUSINESS
- VIII NEW BUSINESS
- IX CLOSED SESSION (when requested)
- X MISCELLANEOUS
- XI ANNOUNCEMENTS
- XII ADJOURNMENT

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

**WAYS AND MEANS COMMITTEE
MINUTES**

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, DECEMBER 1, 2015, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR COONAN AT 4:03 P.M.

ROLL CALL:

MOTION NO.

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

MOTION NO.

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

MOTION NO.

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

OTHERS PRESENT: T.HICKNER, C.GIGNAC, D.RUSSELL, S.WALRAVEN, C.HEBERT, T.QUINN, R.BRZEZINSKI, K.PRIESSNITZ, A.WALLACE, C.IZWORSKI, J.STRASZ, J.MORSE, R.ANDERSON, B.KRAUSE, R.REDMOND, BAY 3 TV, D.BERGER

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

-/-

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

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

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

- 2 **MOVED, SUPPORTED AND CARRIED TO REFER THE COUNTY EXECUTIVE'S RECOMMENDATION RE REORGANIZATION AND CONSOLIDATION OF RESPONSIBILITY OF DEPARTMENT OF THE PUBLIC DEFENDER AND CORPORATION COUNSEL BACK TO COUNTY ADMINISTRATION.**

- 3 **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE BAY COUNTY TREASURER'S ANNUAL REVIEW OF THE DELINQUENT TAX REVOLVING FUND AND CONCUR WITH HIS RECOMMENDATION TO TRANSFER \$1,200,000 TO THE COUNTY'S GENERAL FUND IN 2016 (TREASURER).**

- 4 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE CORRECTION TO THE KERR-JAMES-SYZMANSKI ASSESSMENT ROLL (DRAIN COMMISSIONER).**

- 5 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE RENEWAL OF PROPERTY AND LIABILITY INSURANCE WITH MICHIGAN MUNICIPAL RISK MANAGEMENT (ADMINISTRATIVE SERVICES).**

Chris Izworski, 911 Director, gave a brief overview of the Smart911 System which is a web-based service that 9-1-1 will use to enhance communication and response for the community. Smart911 is a nationwide service with over 25 million subscribers. This system allows Bay County residents to

**WAYS AND MEANS COMMITTEE
MINUTES
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provide additional details that 9-1-1 call takers may need in order to assist them in the event of an emergency, i.e. medical conditions, medications, vehicles, pets and even emergency contact information. By creating a safety profile with Smart911 calmly before there is an emergency, this information will then automatically display the citizens profile on a screen which will assist the 9-1-1 call takers when there is an emergency. It was

- 6 **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE UPDATE ON THE SMART911 SYSTEM (9-1-1 CENTRAL DISPATCH).**
- 7 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD AUTHORIZATION FOR BUILDINGS AND GROUNDS EQUIPMENT PURCHASES, I.E. 1000 WATT GENERATOR, 6 CORDLESS DRILLS, 2 SNOW BLOWERS, 3 SHOP VACS AND AN OFFICE REFRIGERATOR (BUILDINGS AND GROUNDS).**
- 8 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PAYABLES: GENERAL, BAYANET, CENTER RIDGE ARMS.**
- 9 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE BUDGET ADJUSTMENTS INCLUDED ON THE AGENDA (FINANCE DEPARTMENT).**
- 10 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE AMENDMENT TO RESOLUTION NO. 2014-181 - EFT EXCEPTIONS (FINANCE DEPT.).**
- 11 **MOVED, SUPPORTED AND CARRIED TO RECEIVE ANALYSIS OF GENERAL FUND EQUITY 2015 (FINANCE DEPT.).**
- 12 **MOVED, SUPPORTED AND CARRIED TO RECEIVE UPDATE RE EXECUTIVE DIRECTIVE #2007-11 (FINANCE DEPT.)**
- 13 **MOVED, SUPPORTED AND CARRIED TO RECEIVE LETTER RE GOLF COURSE FUND - SHORT TERM LOAN AND REFER TO THE FULL BOARD TO ALLOW FOR PRESENTATION OF ADDITIONAL INFORMATION (FINANCE DEPT.).**

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- 14 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE RENEWAL OF PROPERTY AND LIABILITY INSURANCE FOR CENTER RIDGE ARMS (HOUSING DEPARTMENT - CRA).**

- 15 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE TREATMENT OF ASH TREES TO CONTROL EMERALD ASH BORER (ENVIRONMENTAL AFFAIRS - GYPSY MOTH PROGRAM).**

- 16 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE AERIAL SPRAYING FOR TREATMENT OF EMERALD ASH BORER (ENVIRONMENTAL AFFAIRS - GYPSY MOTH PROGRAM).**

- 17 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE BUDGET ADJUSTMENT REQUIRED FOR REPLACEMENT OF X-RAY EQUIPMENT FOR SHERIFF DEPARTMENT (FINANCE DEPT.).**

- 18 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED RESOLUTION RE 2016 REMONUMENTATION PROGRAM.**

Board Chair Ernie Krygier advised of an issue that came up at a recent meeting in Bangor Township that addressed crime in that community. A concern was presented at that meeting about the dredge spoils and contamination. It was noted that there appears to be no record of spoil sampling by the State and there are concerns about the impact of the spoils on the health of the residents, especially the elderly and young children. Health Director Joel Strasz noted that this is under review. Commissioner Begick also noted that heroin use was discussed at this meeting. Mr. Strasz advised of an upcoming meeting on the heroin topic being held at the Lincoln Center on December 15, 2015. A Heroin Summit is also scheduled for January 12th.

There being no further business, it was

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MOTION NO.

19 MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:20 P.M.).

Submitted by:

Deanne Berger

**Deanne Berger
Board Coordinator**



**BAY COUNTY
ADMINISTRATIVE SERVICES**

Thomas L. Hickner
County Executive

Debra Russell
Director
russelld@baycounty.net

MEMORANDUM

TO: KIM COONAN, CHAIRMAN
WAYS & MEANS COMMITTEE

FROM: DEBRA RUSSELL, DIRECTOR
ADMINISTRATIVE SERVICES

RE: NET ASSET DISTRIBUTION

DATE: DECEMBER 21, 2015

BACKGROUND INFORMATION:

On December 8, 2015, pursuant to Resolution 2015-261, the Board of Commissioners approved renewal of Bay County's Property and Liability insurance coverage with Michigan Municipal Risk Management Authority (MMRMA).

FINANCIAL IMPACT:

I am very pleased to report to you and the Board that with our renewal for 2016, Bay County has been awarded a Net Asset Distribution of \$253,599.00 from MMRMA. This distribution is based on a formula which includes our longevity as a member of MMRMA, loss history, current investment earnings, etc. Tim McClorey, Bay County's Regional Risk Manager with MMRMA would like to present the Bay County Board of Commissioners and County Executive with our Net Asset Distribution at the January 5, 2016, meeting.

RECOMMENDATION:

Accept receipt of the Net Asset Distribution (\$253,599.00) from Mr. McClorey and place the funds on deposit with the Bay County Treasurer.

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John E. Miller
Sheriff Of Bay County

Troy Cunningham
Undersheriff

Troy A. Stewart
Jail Administrator



DATE: December 11, 2015
TO: Kim J. Coonan, Chairman
Ways and Means Committee
FROM: Underheriff Troy R. Cunningham *TRC*
REF: Securus Technologies

Background: Securus Technologies currently provides our telephone service for the Bay County Jail inmates. This Third Amendment is effective as of the last date signed and amends and supplements the contract dated July 26, 2005, as subsequently amended by that certain First Amendment dated December 22, 2010. This Third Amendment shall commence on the Third Amendment Effective Date and shall remain in effect through the Term of the Agreement. Addend to contract which allows inmates phone ordering on commissary through Canteen.

Finance: This Third Amendment shall commence on the Third Amendment shall commence on the Third Amendment Effective Date and shall remain in effect through the Term of the Agreement..

Request: I am requesting the committee's approval and authorizations to proceed with the Securus Technologies contract, and upon approval(s) to make necessary budget adjustments for the continuance of this agreement.

CC: Sheriff John E. Miller
Captain Troy A. Stewart
Amber Davis-Johnson, Corporation Council
Crystal Hebert, Finance Director
Kim Priessnitz, Assistant Finance Director
Frances Moore, Purchasing
File

W&M SecurusTechContract3rdAmend-15

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**THIRD AMENDMENT
TO
INMATE FACILITY SERVICES AGREEMENT**

This **THIRD AMENDMENT** ("Third Amendment") is effective as of the last date signed by a party ("Third Amendment Effective Date") and amends and supplements that certain Inmate Facility Services Agreement by and between Bay County ("you" or "Customer") and Securus Technologies, Inc. ("we", "us" or "Provider"), dated July 26, 2005, as subsequently amended by that certain First Amendment dated December 22, 2010, and Second Amendment pending signature (collectively, the "Agreement").

WHEREAS, the parties desire and agree to amend the Agreement to implement Inmate Debit as more fully set forth herein;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

- Term. This Third Amendment shall commence on the Third Amendment Effective Date and shall remain in effect through the Term of the Agreement.
- Applications. The following Applications are hereby added to the Agreement:

INMATE DEBIT

DESCRIPTION:

A Debit account is a prepaid, inmate-owned account used to pay for inmate telephone calls. A Debit account is funded by transfer of inmate's facility trust/commissary account funds to inmate's Debit account. Provider will also allow inmate Friends and Family members to fund an inmate's Debit account via multiple points-of-sale. Funds deposited by Friends and Family members into an inmate's Debit account become property of the inmate. Provider establishes inmate Debit accounts which are associated with the inmate's Personal Identification Number ("PIN"). Provider requires inmate to key in his/her PIN at the beginning of every Debit call in order to complete the call and pay for the call using the inmate's Debit account. Customer agrees to have the Debit module of Provider's SCP Call Management System enabled for the Facilities to offer Debit account to inmates. Customer agrees to use Provider's SCP User Interface or utilize integration with Customer's trust account system to process inmate's fund transfer requests. Notwithstanding, Provider will not be responsible for any delays due to (i) Customer's failure to perform any of its obligations for the project; (ii) any of Customer's vendors' failure to perform any of its obligations for the project; or (iii) circumstances outside of Provider's control.

INVOICING AND COMPENSATION:

Provider shall invoice Customer on a weekly basis for all funding amounts transferred from inmates' facility trust/commissary accounts to Inmate Debit accounts. The invoice will be due and payable upon receipt. Provider shall pay Customer the commission percentage that Provider earns through the completion of Debit calls placed from Customer's Facilities as specified in the chart below. Provider reserves the right to deduct call credits from usage. Provider shall remit the commission for a calendar month to Customer on or before the 30th day after the end of the calendar month in which the Debit calls were made (the "Payment Date"). All commission payments shall be final and binding upon Customer unless Provider receives written objection within sixty (60) days after the Payment Date.

FACILITIES AND RELATED SPECIFICATIONS:

Facility Name and Address	Debit Commission Percentage
Bay County Law Enforcement Center 503 Third Street Bay City, MI 48708	53%*

***Notwithstanding anything to the contrary contained in the Agreement, in accordance with Federal Communications Commission 47 CFR Part 64 [WC Docket No. 12-375; FCC 13-113] – Rates for Interstate Calling Services - effective February 11, 2014, no commission shall be paid on revenues earned through the completion of interstate calls of any type placed from the Facility(s).**

COMMISSARY ORDER BY PHONE

DESCRIPTION:

Commissary Order by Phone allows an inmate to order and purchase commissary items using the inmate phone system by selecting an additional menu option on the phone system. Customer's commissary operator provides an interactive voice response system ("IVR") and a speed-dial number (800#) into the commissary's IVR. Customer hereby requests that

Provider work with its commissary operator identified below to set up and activate Commissary Order by Phone at the Facility named in the chart below:

FACILITIES AND RELATED SPECIFICATIONS:

Facility Name and Address	Commissary Operator
Bay County Law Enforcement Center 503 Third Street Bay City, MI 48708	Canteen

CALLING RATES:

Provider will charge rates that are in compliance with state and federal regulatory requirements. International rates, if applicable, will vary by country. The calling rates for Inmate Debit will be the same as the calling rates for Collect.

3. Except as expressly amended by this Third Amendment, all of the terms, conditions and provisions of the Agreement shall remain in full force and effect.

EXECUTED as of the Third Amendment Effective Date.

<u>CUSTOMER:</u> Bay County, Michigan By: _____ Name: _____ Title: _____ Date: _____	<u>PROVIDER:</u> Securus Technologies, Inc. By: _____ Name: Robert Pickens Title: President Date: _____
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Please return signed contract to:

**14651 Dallas Parkway
Sixth Floor
Dallas, Texas 75254**

Attention: Contracts Administrator

Phone: (972) 277-0300

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BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)

WHEREAS, Securus Technologies currently provides the telephone services the Bay County Jail inmates; and

WHEREAS, A Third Amendment has been submitted for signature and this Third Amendment is effective as of the last date signed and amends and supplements the contract dated July 26, 2005, as subsequently amended by that certain First Amendment dated December 22, 2010; and

WHEREAS, This Third Amendment shall commence on the Third Amendment effective date and shall remain in effect through the Term of the Agreement; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Third Amendment to the Inmate Facility Services Agreement between Securus Technologies and Bay County (Sheriff Department) and authorizes the Chairman of the Board to execute said Third Amendment to Inmates Facility Services Agreement on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That budget adjustments related to the Third Amendment, if required, are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Sheriff - Inmate Telephone Services - Securus Technologies

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

VOTE TOTALS:

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

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

John E. Miller
Sheriff Of Bay County

Troy Cunningham
Undersheriff

Troy A. Stewart
Jail Administrator



DATE: December 1, 2015
TO: Kim J. Coonan
Chairman of Ways and Means
FROM: Undersheriff Troy Cunningham *TJC*
SUBJECT: Correctional Healthcare Companies (CHC)

BACKGROUND: The Sheriff's Office has contracted with Correctional Healthcare Companies (CHC) since 2008. CHC provides professional healthcare services with adequate staffing and services for inmate care. The new contract is to cover September 1, 2015 through August 31, 2020.

FINANCE/ECONOMICS: The Sheriff's Office budget include coverage of healthcare for inmates in the current budget. CHC will not increase the annual amount for the coverage from, September 1, 2015 through August 31, 2020, the contractual increases are stated in the attached contract agreement.

RECOMMENDATION: The Sheriff's Office requests the Board(s) approval, authorization and signature to continue the current contract with CHC. Also, to make necessary adjustments to allocate funds to accommodate the continuance of services in the following contract years.

CC: Ernie Krygier, Board Chairman
Amber Davis-Johnson, Corporate Council
Crystal Hebert, Finance Officer
Kim Priessnitz, Assistant Finance Officer
Deanne Berger, BOC
Troy Stewart, Jail Administrator
File Copy

Is/W&M CHC Agree15-20

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Phone: (989) 895-4050

Public Safety Depends On You!
503 Third Street, Bay City, Michigan 48708

Fax: (989) 895-4058



BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/6/15)

WHEREAS, Bay County Sheriff Department has contracted with Correctional Healthcare Companies (CHC) since 2008 to provide professional healthcare services with adequate staffing and services for inmate care at the Sheriff Department; and

WHEREAS, Correctional Healthcare Companies (CHC) has submitted a new contract to cover the period September 1, 2015 through August 31, 2020; and

WHEREAS, Funds for these services are included in the Sheriff's 2016 budgets; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves renewal of the Inmate Medical Services Contract with Correctional Healthcare Companies (CHC) for the period 9/1/2015 through 8/31/2020 for the Sheriff Department; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute the Contract with Correctional Healthcare Companies (CHC) on behalf of Bay County following legal review/approval; Be It Further

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

KIM COONAN, CHAIR
AND COMMITTEE

Sheriff Dept - CHC - Medical Services - 2015-2020

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				DONALD J. TILLEY							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

John E. Miller
Sheriff Of Bay County

Troy Cunningham
Undersheriff

Troy A. Stewart
Jail Administrator



To: Kim Coonan, Chairman
Ways & Means Committee

From: Undersheriff Troy Cunningham *TRC*

Re: RAP Grant Application

Date: December 21, 2015

BACKGROUND INFORMATION:

The Bay County Sheriff is responsible for overseeing security at the Bay County Court Facility. In addition to providing personnel to screen visitors at the entrance of the facility, an X-Ray Screening system is required for added security. The current system is outdated and in need of replacement in order to effectively provide security.

FINANCIAL IMPACT:

The cost for the X-Ray Inspection (#5333) System, Handheld Explosive and Narcotic Detection System and Metal Detection System is \$15,742.00. No funds were budgeted for this equipment, requiring a budget adjustment from General Fund.

Risk Avoidance Program (RAP) funding is available through Michigan Municipal Risk Management Authority (MMRMA). We have received RAP Grant funding in the past for the Bay County Juvenile Home and other Bay County facilities from MMRMA and request permission to apply for funding for this project in the amount of \$7871.00 (one-half). The Application deadline is January 29, 2016.

RECOMMENDATION:

We request approval to work with Bay County Administrative Services to apply for RAP Grant funding from Michigan Municipal Risk Management Authority (MMRMA) for the X-Ray Screening System and supplemental equipment for efficient operation of this system.

W&M RapGrant X-ray

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BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)

WHEREAS, The Bay County Sheriff is responsible for overseeing security at the Bay County Court Facility; and

WHEREAS, In addition to providing personnel to screen visitors at the entrance of the facility, an X-Ray Screening system is required for added security. The current system is outdated and in need of replacement in order to effectively provide security; and

WHEREAS, The cost for the X-Ray Inspection (#5333) System, Handheld Explosive and Narcotic Detection System and Metal Detection System is \$15,742.00. No funds were budgeted for this equipment, requiring a budget adjustment from General Fund; and

WHEREAS, Risk Avoidance Program (RAP) funding is available through Michigan Municipal Risk Management Authority (MMRMA). Bay County has received RAP Grant funding in the past for the Bay County Juvenile Home and other Bay County facilities from MMRMA; and

WHEREAS, Authorization is sought to apply for RAP grant funding for this project in the amount of \$7871.00 (one-half), the application deadline is January 29, 2016; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes the Bay County Sheriff to work with Bay County Administrative Services to apply for RAP Grant funding from Michigan Municipal Risk Management Authority (MMRMA) for the X-Ray Screening System and supplemental equipment for efficient operation of this system; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute RAP grant documents on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That budget adjustments related to this RAP grant are approved.

KIM COONAN, CHAIR AND COMMITTEE

Sheriff - RAP Grant Application

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

Table with 3 columns: COMMISSIONER NAME, and two empty columns for tracking. Rows include Michael J. Duranczyk, Ernie Krygier, Vaughn J. Begick, Kim J. Coonan, Thomas M. Herek, and Donald J. Tilley.

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

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

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John E. Miller
Sheriff Of Bay County

Troy Cunningham
Undersheriff

Troy A. Stewart
Jail Administrator



TO: Kim J. Coonan, Chairman
Ways & Means Committee

FROM: Sheriff John E. Miller *JEM/ESSayed*

DATE: December 5, 2015

REF.: Road Patrol "Pooled" Contracts FTY-2016-2017

Background:

We wish to continue contracts for the Road Patrol Service Agreements for Pooled Contracts (60/40) that have been in effect since the year 2009. The pooled road patrol agreement will be from April 1, 2016 - March 31, 2017.

Also, the agreements for Monitor, Bangor, Portsmouth, Williams Townships and the City of Auburn will need to be renewed. They are for the calendar year January 1, 2016 - December 31, 2017

Finance/Economics:

These services will be budgeted as a continuance of services budgeted as in years past.

Recommendations:

Recommend the Chairman sign all contractual Road Patrol Service Agreement renewals with the Pooled Townships, and upon approval to make necessary budget adjustments.

CC: Undersheriff Troy R. Cunningham
Deanne Berger, BOC
Shawna Walraven, Corporate Counsel (has contracts ready)
Crystal Hebert, Finance Director
Kim Priessnitz, Budget Supervisor
File Copy

Ls/W&M.RP Agree-Contract2016-17

-15-

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)

WHEREAS, The Bay County Sheriff wishes to continue contracts for the Road Patrol Services Agreements for Pooled Contracts (60/40) that have been in effect since 2009; and

WHEREAS, The Pooled Road Patrol Agreement will be in effect from April 1, 2016 through March 31, 2017; and

WHEREAS, The calendar year Agreements with Monitor, Bangor, Portsmouth and Williams Townships and with the City of Auburn also need to be renewed for the period January 1, 2016 through December 31, 2017; and

WHEREAS, These services will be budgeted as a continuance of services budgeted in years past; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves continuation of the Township Road Patrol Contracts with the Pooled Townships for the period 4/1/2016 through 3/31/2017 and the Agreements with Monitor, Bangor, Portsmouth and Williams Townships and with the City of Auburn for the period January 1, 2016 through December 31, 2017; Be It Further

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

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

KIM COONAN, CHAIR
AND COMMITTEE

Sheriff Dept - Road Patrol Contracts thru 2017

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

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

-16-

**BAY COUNTY
Recreation & Facilities**

Cristen M. Gignac
Director of Recreation & Facilities
gignacc@baycounty.net

515 Center Avenue
Bay City, Michigan 48708

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



Thomas L. Hickner
County Executive

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

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

To: Kim Coonan, Chairman of Ways & Means Committee

From: Cristen Gignac, Director of Recreation and Facilities
Brent Goik, Recreation Supervisor

Date: December 9, 2015

Subject: Fee Schedule for the Bay County Golf Course

Request: We would like to overhaul and simplify the fee schedule for the Bay County Golf Course and memorialize the base mark-up for inventory and special orders at the Bay County Golf Course.

Background: The Bay County Golf Course sets fees for golf, carts and other services offered at this recreation site. In an effort to simplify the fee schedule for our customers and our employees, we would like to change the fee schedule structure for the golf course. The changes included combining golf and cart prices to better organize the fee schedule (the current fee schedule has these two items listed separately), increasing a few fees, and adding fees not previously on the fee schedule.

Additionally, the Bay County Golf Course Pro Shop carries golf-related inventory. The mark-up on each piece of inventory to be sold is based on the item and industry standard. We would like to set a baseline percentage for which an inventory item cannot drop below for resale. It should be noted that items may be priced over the baseline mark-up, just not below. When inventory is carried over from year to year, this base-line mark-up method will allow the Recreation Manager to change prices of the old inventory when new comes in. Additionally, the Recreation Manager processes special orders for golfers for specific items at the golfer's request, such as special fittings of clubs. These special orders will require an upfront payment.

Economics: The Golf Course user fees are proposed as follows:

9 HOLES

- GREEN FEES \$14.00
- TWILIGHT, SPRING, FALL \$12.00
- SENIOR \$10.00
- JUNIOR \$8.00

-17-

9 HOLES W/CART

• GREEN FEES	\$20.00
• TWILIGHT, SPRING, FALL	\$17.00
• SENIOR	\$16.00
• SENIOR SPRING, FALL	\$15.00
• JUNIOR	\$14.00
• JUNIOR SPRING, FALL	\$13.00

18 HOLES

• GREEN FEES	\$23.00
• WEEKEND	\$25.00
• TWILIGHT, SPRING, FALL	\$20.00
• SENIOR	\$15.00
• JUNIOR	\$11.00

18 HOLES W/CART

• GREEN FEES	\$35.00
• WEEKEND	\$37.00
• TWILIGHT, SPRING, FALL	\$29.00
• SENIOR	\$27.00
• SENIOR SPRING, FALL	\$24.00
• JUNIOR	\$23.00
• JUNIOR SPRING, FALL	\$20.00

MISCELLANEOUS

• PULL CART	\$3.00
• YEARLY TRAIL FEE	\$125.00 (Increased by \$20)
• CART STORAGE	\$300.00

*Twilight is after 3:00pm (not valid for pm leagues)

*Senior Rate Monday – Friday before 3:00pm

*Spring ends the second Monday in May

*Fall begins the second Monday in September

7 DAY MEMBERSHIP

• SINGLE	\$775.00
• COUPLE	\$975.00
• SENIOR SINGLE	\$625.00 (New)
• SENIOR COUPLE	\$775.00 (New)
• ADDITIONAL CHILD	\$125.00 (Increased \$10)
• COLLEGE	\$400.00
• JUNIOR	\$275.00
• HIGH SCHOOL TEAM SEASON	\$575.00 (New)
• HIGH SCHOOL PLAYER (OUT OF SEASON)	\$175.00 (New)

7 DAY MEMBERSHIP WITH CART

• SINGLE	\$1,475.00
• COUPLE	\$1,875.00
• SENIOR SINGLE	\$1,325.00
• SENIOR COUPLE	\$1,675.00

-18-

- ADDITIONAL CHILD \$250.00
- COLLEGE \$900.00

5 DAY MEMBERSHIP

- SINGLE \$575.00
- COUPLE \$775.00
- SENIOR SINGLE \$525.00
- SENIOR COUPLE \$675.00
- ADDITIONAL CHILD \$100.00 (Increased \$5)

5 DAY MEMBERSHIP WITH CART

- SINGLE \$1,075.00
- COUPLE \$1,475.00
- SENIOR SINGLE \$1,025.00
- SENIOR COUPLE \$1,375.00
- ADDITIONAL CHILD \$200.00

For the inventory and special order changes:

1st year item – baseline of 30%

2nd year item – baseline of 20%

3rd year item – baseline of 10%

Special Orders – baseline of 30%. To be paid for by the customer upfront at the time of order.

Recommendation: It is recommended that these user fees be added to the Bay County Golf Course fee schedule.

cc: Tom Hickner
 Crystal Hebert
 Robert Redmond
 Brent Goik

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)

WHEREAS, Bay County Administration wishes to overhaul and simplify the fee schedule for the Bay County Golf Course and memorialize the base mark-up for inventory and special orders at the Bay County Golf Course; and

WHEREAS, The Bay County Golf Course sets fees for golf, carts and other services offered at this recreation site. In an effort to simplify the fee schedule for our customers and our employees, a change the fee schedule structure for the golf course is recommended; and

WHEREAS, The changes included combining golf and cart prices to better organize the fee schedule (the current fee schedule has these two items listed separately), increasing a few fees, and adding fees not previously on the fee schedule; and

WHEREAS, Additionally, the Bay County Golf Course Pro Shop carries golf-related inventory. The mark-up on each piece of inventory to be sold is based on the item and industry standard. It is recommended that a baseline percentage for which an inventory item cannot drop below for resale be established. It should be noted that items may be priced over the baseline mark-up, just not below. When inventory is carried over from year to year, this base-line mark-up method will allow the Recreation Manager to change prices of the old inventory when new comes in. Additionally, the Recreation Manager processes special orders for golfers for specific items at the golfer's request, such as special fittings of clubs. These special orders will require an up-front payment; and

WHEREAS, The Golf Course user fees are proposed as follows:

9 HOLES

- GREEN FEES \$14.00
- TWILIGHT, SPRING, FALL \$12.00
- SENIOR \$10.00
- JUNIOR \$8.00

9 HOLES W/CART

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- SENIOR SPRING, FALL \$15.00
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- JUNIOR SPRING, FALL \$13.00

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- WEEKEND \$25.00
- TWILIGHT, SPRING, FALL \$20.00
- SENIOR \$15.00
- JUNIOR \$11.00

18 HOLES W/CART

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• WEEKEND	\$37.00
• TWILIGHT, SPRING, FALL	\$29.00
• SENIOR	\$27.00
• SENIOR SPRING, FALL	\$24.00
• JUNIOR	\$23.00
• JUNIOR SPRING, FALL	\$20.00

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*Spring ends the second Monday in May

*Fall begins the second Monday in September

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• SINGLE	\$775.00
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• SENIOR SINGLE (New)	\$625.00
• SENIOR COUPLE (New)	\$775.00
• ADDITIONAL CHILD (Increased \$10)	\$125.00
• COLLEGE	\$400.00
• JUNIOR	\$275.00
• HIGH SCHOOL TEAM SEASON	\$575.00 (New)
• HIGH SCHOOL PLAYER (OUT OF SEASON)	\$175.00 (New)

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• COUPLE	\$1,875.00
• SENIOR SINGLE	\$1,325.00
• SENIOR COUPLE	\$1,675.00
• ADDITIONAL CHILD	\$250.00
• COLLEGE	\$900.00

5 DAY MEMBERSHIP

• SINGLE	\$575.00
• COUPLE	\$775.00
• SENIOR SINGLE	\$525.00
• SENIOR COUPLE	\$675.00
• ADDITIONAL CHILD (Increased \$5)	\$100.00

5 DAY MEMBERSHIP WITH CART

• SINGLE	\$1,075.00
• COUPLE	\$1,475.00
• SENIOR SINGLE	\$1,025.00
• SENIOR COUPLE	\$1,375.00
• ADDITIONAL CHILD	\$200.00

For the inventory and special order changes:

1st year item – baseline of 30%

2nd year item – baseline of 20%

3rd year item – baseline of 10%

Special Orders – baseline of 30%. To be paid for by the customer upfront at the time of order.

RESOLVED That the Bay County Board of Commissioners approves the addition of the above-outlined user fees to the Bay County Golf Course fee schedule.

KIM COONAN, CHAIR
AND COMMITTEE

Recreation & Facilities - Revised Golf Course Fees Schedule

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

RECREATION & FACILITIES



BAY COUNTY

CRISTEN GIGNAC, DIRECTOR
gignacc@baycounty.net

THOMAS L. HICKNER
County Executive

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

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

Brent Goik, Recreation Manager
goikb@baycounty.net

Beth Trahan, Recreation Coordinator
trahanb@baycounty.net

To: Kim Coonan, Chairman of Ways & Means Committee
From: Cristen Gignac, Director of Recreation and Facilities
Date: December 18, 2015
Subject: Fee Schedule Addition

Request: I would like to add the following fees to the 2016 fee schedule.

Background: The Bay County Community Center recently purchased and installed an indoor baseball/golf net in the small gym. This net can be set up in about 5 minutes or less by Community Center staff. This net will allow people to practice their game inside during the cold and wet seasons when it is difficult to play these sports outside.

Economics: Add the following user fees to the Community Center's fee schedule for the Indoor Baseball /Golf program.

- Drop In - \$4.00 per person per hour
- Team Price – 30 Minutes - \$20.00
- Team Price – 1 hour - \$40.00
- Team Price – 2 hours - \$80.00

Recommendation: To approve the additions to the fee schedule.

cc: Tom Hickner Beth Trahan
Crystal Hebert Robert Redmond

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BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)

WHEREAS, The Bay County Community Center recently purchased and installed an indoor baseball/golf net in the small gym. This net can be set up in about 5 minutes or less by Community Center staff and will allow people to practice their game inside during the cold and wet seasons when it is difficult to play these sports outside; and

WHEREAS, The following user fees are recommended to be added to the Community Center's fee schedule for the Indoor Baseball/Golf Program:

- 1. Drop In - \$4.00 per person per hour
- 2. Team Price – 30 Minutes - \$20.00
- 3. Team Price – 1 hour - \$40.00
- 4. Team Price – 2 hours - \$80.00

RESOLVED That the Bay County Board of Commissioners approves the above outlined Indoor Baseball/Golf Program fee schedule.

KIM COONAN, CHAIR
AND COMMITTEE

Recreation & Facilities - Community Center Indoor Baseball&Golf Fee Schedule

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

VOTE TOTALS:

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

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

-24-

Thomas L. Hickner
Bay County Executive

Tammy Roehrs
Director



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

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

To: Kim Coonan, Chairman, Ways & Means Committee
From: Tammy Roehrs, Division on Aging Director
Date: December 15, 2015
CC: Tom Hickner, Joel Strasz, Amber Davis-Johnson, Crystal Hebert, Robert Redmond
RE: Senior Dining Center Agreements

BACKGROUND:

The Dining Center site agreements between Bay County Division on Aging and the Kawkawlin Township Hall, Williams Township Hall and Hampton Happy Hearts Senior Dining Center will expire December 31, 2015. The contacts will cover the period of January 1, 2016 through December 31, 2016.

FINANCIAL IMPLICATIONS:

All utility expenses are included in the 2016 Division on Aging budget.

RECOMMENDATION:

Upon favorable review by Corporation Counsel, the Division on Aging recommends that the Dining Center agreements with Kawkawlin, Williams and Hampton Townships, be approved. Any agreements relating to these contracts are signed by the Board Chair and seek Board approval of any budget adjustments related to this agreement.

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)

WHEREAS, The Bay County Board of Commissioners wishes to continue to provide nutrition services to the senior citizen population of Bay County; and

WHEREAS, Currently there are Dining Center Site Agreements for the Hampton Township Happy Hearts Dining Center, Kawkawlin Township Hall, and Williams Township Hall; and

WHEREAS, The contracts will cover the period of January 1, 2016 through December 31, 2016; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Dining Center Site Agreements for the Hampton Township Happy Hearts Senior Dining Center, Kawkawlin Township Hall, and Williams Township Hall, subject to continued receipt of the budgeted grant funding from Region VII Area Agency on Aging; Be It further

RESOLVED That the Chairman of the Board is authorized to execute the Dining Center Site Agreements and all related documents on behalf of Bay County following legal review/approval; Be It Further

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

KIM COONAN, CHAIR
AND COMMITTEE

DOA - 2016 Dining Center Site Agts - Hampton, Kawkawlin & Williams Twps.

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

VOTE TOTALS:

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

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

Thomas L. Hickner
Bay County Executive

Tammy Roehrs
Director



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

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

To: Kim Coonan, Chairman, Ways & Means Committee
From: Tammy Roehrs, Division on Aging Director
Date: December 15, 2015
CC: Tom Hickner, Joel Strasz, Amber Davis-Johnson, Crystal Hebert
RE: A & D Home Health Care, Inc. Waiver Contract

BACKGROUND:

A & D Home Health Care, Inc. Waiver Division operates on a contract basis with Division on Aging. A contract has been sent to extend the current agreement that covers payment and services under the MI Choice Waiver program for period of October 1, 2015 through September 30, 2016.

FINANCIAL IMPLICATIONS:

Division on Aging wishes to maintain a working relationship with A & D Home Health Care Waiver Division and continue to receive funding for services provided to this agency's waiver clients.

RECOMMENDATION:

Upon favorable review by Corporation Counsel, the Division on Aging recommends that the contract of extension from A & D Home Health Care, Inc. agreement for waiver services be approved. Any agreements relating to this contract are signed by the Board Chair and seek Board approval of any budget adjustments related to this agreement.

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)

WHEREAS, A & D Home Health Care Waiver Division operates on a contract basis with the Bay County Division on Aging and a contract to extend the current agreement that covers payment and services under the MI Choice Waiver Program for the period 10/1/15 through 9/30/16 has been submitted; and

WHEREAS, Bay County Division on Aging desires to maintain a working relationship with A & D Home Health Care to continue to receive funding for services provided to this agency's Waiver clients; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves extension of the contract with A & D Home Health Care for Waiver Services and the Chairman of the Board is authorized to execute said Agreement and all related documents on behalf of Bay County following legal review/approval; Be It Finally

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

KIM COONAN, CHAIR
AND COMMITTEE

DOA - A&D Home Health Care Waiver Extension

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____



BAY COUNTY

911 Central Dispatch

(989) 895-4051 • FAX (989) 892-3744

1228 Washington Ave., Bay City MI 48708

Christopher Izworski
Director

Thomas L. Hickner
Bay County Executive

Ryan Manz
Emergency Management Coordinator
989-895-4112

To: Chairperson, Ways and Means Committee
From: Ryan Manz, Emergency Management Coordinator
Date: December 17, 2015
Re: 2016 Hazardous Materials Emergency Preparedness (HMEP) Grant for Local Emergency Planning Committee (LEPC)

Background:

The Bay County Local Emergency Planning Committee (LEPC) is charged with developing emergency site plans (also known as SARA Title III, Section 302, off-site response plans) to respond to certain chemical accidents based upon information provided by local farms and businesses as to the chemicals they have on site. For the past several years, the State of Michigan has issued Hazardous Materials Emergency Preparedness (HMEP) grant funds to County LEPCs for the purpose of enhancing hazardous material response planning for the County and to provide support for the ongoing operation of local LEPCs. Reimbursement will be provided this year to the Bay County LEPC on a per-plan and/or updated plan basis.

Financial Considerations:

Emergency site plans developed and submitted by the Bay County LEPC will be reimbursed at a rate of **\$250.00** for each new site plan completed and **\$30.00** for each updated existing site plan.

Recommendation:

Upon favorable review by Corporation Counsel, Emergency Management recommends the Board to authorize the LEPC Chairperson to complete, sign, and submit the necessary paperwork to the State of Michigan for the HMEP grant, and seeks Board approval for any necessary budget adjustments relating to this grant application.

Cc: Christopher Izworski
Tom Hickner
Tim Quinn
Crystal Hebert
Kim Priessnitz
Amber Johnson

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (1/5/16)
- WHEREAS, The Bay County Local Emergency Planning Committee (LEPC) is charged with developing emergency site plans (a/k/a SARA Title III, Section 302, off-site response plans) to respond to certain chemical accidents based upon information provided by local farms and businesses as to the chemicals they have on site; and
- WHEREAS, For the past several years, the State of Michigan has issued Hazardous Materials Emergency Preparedness (HMEP) grant funds to County LEPCs for the purpose of enhancing hazardous material response planning for the County and to provide support for the ongoing operation of local LEPCs; and
- WHEREAS, Reimbursement will be provided this year to Bay County LEPC on a per plan and/or updated plan basis; and
- WHEREAS, Emergency site plans developed and submitted by the Bay County LEPC will be reimbursed at a rate of \$250 for each new site plan completed and \$30 for each updated existing site plan; Therefore, Be It
- RESOLVED By the Bay County Board of Commissioners that the Chair of the LEPC is authorized to sign the HMEP Planning Grant Application/Agreement and all related documents required by the State of Michigan following County 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; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Emergency Management - 2016 HMEP Grant for LEPC
MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

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

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



BAY COUNTY JUVENILE HOME
520 West Hampton Road
Essexville, MI 48732
989-892-4519

Thomas L. Hickner
Executive

Juliann R. Reynolds
Director
reynoldsj@baycounty.net

Nancy Fischer
Administrative Supervisor
fischern@baycounty.net

TO: Kim Coonan, Chair of Ways and Means Committee
FROM: Juli Reynolds
DATE: December 17, 2015
RE: Request for Agenda

Background

It is required by the State of Michigan that Child Caring Institutions provide a dental examination within 90 calendar days after admission. Currently residents receive emergency treatment as needed. Mobile Kids Dental has provided services to other juvenile detention facilities in the State

Finance

The services for examinations will be at no cost to the Juvenile Home unless it is agreed in advance. The Juvenile Home has funds to aid in cost of immediate need services that are not covered by another source.

Recommendation

Juvenile Home recommends that the Board of Commissioners approve signature of Memorandum of Understanding after review and approval by Corporation Counsel.

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/15)

WHEREAS, It is required by the State of Michigan that Child Care Institutions provide a dental examination within 90 calendar days after admission; currently residents receive emergency treatment as needed; and

WHEREAS, Mobile Kids Dental has provided services to other juvenile detention facilities in the State; and

WHEREAS, The services for examinations will be at no cost to the Juvenile Home unless it is agreed in advance; and

WHEREAS, The Juvenile Home has funds to aid in cost of immediate-need services that are not covered by another source; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves a Memorandum of Understanding with Mobile Kids Dental to provide dental examinations to residents of the Bay County Juvenile Home as required by the State of Michigan; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute said MOU on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That related, required budget adjustments are approved.

KIM COONAN, CHAIR AND COMMITTEE

Juvenile Home - Mobile Kids Dental - MOU

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 Donald J. Tilley.

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

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



BAY COUNTY JUVENILE HOME
520 West Hampton Road
Essexville, MI 48732
989-892-4519

Thomas L. Hickner
Executive

Juliann R. Reynolds
Director
reynoldsj@baycounty.net

Nancy Fischer
Administrative Supervisor
fischern@baycounty.net

TO: Kim Coonan, Chair of Ways and Means Committee
FROM: Juli Reynolds
DATE: December 17, 2015
RE: Request for Agenda

Background

When an X-ray is determined necessary for a Juvenile Home resident, the resident will need to be transported to a medical facility equipped to conduct the X-ray. This requires additional staff and the use of a County vehicle for the transport. When additional staff are not able to report or the County vehicle is not available the facility will need to request the assistance of the Bay County Sheriff's Office for transport. Transporting residents is an added risk for escape, injury and access to possible contraband. There is also an additional cost for employee hours in either overtime or additional hours worked for transportation. In the event that Bay County Deputy is needed for transport, that Deputy is not able to respond to emergency incidents in the community.

MobileXUSA can provide X-ray services on site and a flat rate, thus reducing the liability and cost of transporting a youth outside of the facility.

Finance

The current cost to transport is the hourly rate of two juvenile home employees and in some instances overtime rates. Hourly rate is an average of \$16.56 an hour. The proposed contract would cost \$90 per event. The budget has been approved for medical costs.

Recommendation

Juvenile Home recommends that the Board of Commissioners approve signature of service contract after review and approval by Corporation Counsel.

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)

WHEREAS, On occasion when determined to be necessary for a Juvenile Home resident to have an X-ray, the resident will be transported to a medical facility equipped to conduct the X-ray; and

WHEREAS, This requires additional staff and staff cost for either overtime or additional hours worked and the use of a County vehicle for transport and, if either are unavailable, the assistance of the Sheriff's Department is required for transport making them unavailable to respond to emergency incidents in the community; and

WHEREAS, Transporting residents is an added risk for escape, injury and access to possible contraband; and

WHEREAS, MobileXUSA can provide X-ray services on-site charging a flat rate (\$90 per event) thus reducing the liability and cost of transporting a youth outside the facility; and

WHEREAS, The current cost to transport is the hourly rate (\$16.56/hr.) of two juvenile home employees and, in some instances, overtime rates; and

WHEREAS, Funds are available in the Juvenile Home budget; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves a Service Contract with MobileXUSA for X-ray services to Juvenile Home residents; Be It Further

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

RESOLVED That related, required budget adjustments are approved.

KIM COONAN, CHAIR AND COMMITTEE

Juvenile Home - MobileXUSA Service Contract

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 Donald J. Tilley.

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

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

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BAY COUNTY JUVENILE HOME
520 West Hampton Road
Essexville, MI 48732
989-892-4519

Thomas L. Hickner
Executive

Juliann R. Reynolds
Director
reynoldsj@baycounty.net

Nancy Fischer
Administrative Supervisor
fischern@baycounty.net

TO: Kim Coonan, Chair of Ways and Means Committee
FROM: Juli Reynolds
DATE: December 17, 2015
RE: Request for Agenda

Background

The Juvenile Home has acquired a service from BizStream in Grand Rapids for maintenance of an electronic filing system for all residents since 2011. BizStream was contracted by other juvenile detention centers in the state to create a software system that would provide electronic, paperless files and ability to produce reports necessary for state requirements. BizStream has upgraded this system and at this time still maintains the old system. However, in 2016 BizStream will no longer maintain the old system and expect all users to upgrade to the newer version.

Finance

The cost has been budgeted for 2016 at \$676 per month for a total of \$8112 for the year. The cost includes:

- Web based training
- Unlimited email support
- Bug fixes and patches
- Scheduled upgrades and enhancements
- 99.9% uptime guaranteed
- Managed backup and recovery of customer data
- Constant server monitoring – site is monitored 24/7 most responses are immediate

Recommendation

Juvenile Home recommends that the Board of Commissioners approve signature of service contract after review and approval by Corporation Counsel.

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)

WHEREAS, The Bay County Juvenile Home has acquired a service from BizStream in Grand Rapids for maintenance of an electronic filing system for all residents since 2011; and

WHEREAS, BizStream was contracted by other juvenile detention centers in the State to create a software system that would provide electronic, paperless files and ability to produce reports necessary for state requirements; and

WHEREAS, BizStream has upgraded this system and, at this time, still maintains the old system; however, in 2016 BizStream will no longer maintain the old system and expects all users to upgrade to the newer version; and

WHEREAS, The cost to include training, e-mail support, bug fixes and patches, scheduled upgrades and enhancements, managed backup and recovery of customer data, constant server monitoring and 99.9% uptime guaranteed, is \$676 per month for a total of \$8,112 per year and these funds have been budgeted; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves a Service Contract with BizStream for upgrades to the current electronic filing system at the Bay County Juvenile Home and authorizes the Chairman of the Board to execute said Service Contract on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That related, required budget adjustments are approved.

KIM COONAN, CHAIR AND COMMITTEE

Juvenile Home - BizStream Service Contract

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

Table with 3 columns: COMMISSIONER, and 4 rows of names: MICHAEL J. DURANCZYK, ERNIE KRYGIER, VAUGHN J. BEGICK, KIM J. COONAN, THOMAS M. HEREK, DONALD J. TILLEY, MICHAEL E. LUTZ.

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

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



THOMAS L. HICKNER
Bay County Executive

JON M. MORSE
Supervisor, Buildings & Grounds

TO: KIM COONAN
WAYS & MEANS CHAIR

RICHARD C. PABALIS
Project Manager, Buildings &
Grounds

FROM: RICK PABALIS
PROJECT MANAGER

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

DATE: DECEMBER 21, 2015

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

RE: MAJOR CAPITAL IMPROVEMENT PROJECTS

REQUEST:

Approve the bidding of the following three major Capital Improvement projects for 2016:

1. New roof over the Health Dept. and Court Facility;
2. A new County wide Telecommunications System;
3. Asphalt parking lot at the Law Enforcement Center (LEC).

BACKGROUND:

1. The roof over the Health Dept. and Court Facility is over 20 years old and needs to be replaced. This will require a total tear off of the old membrane and insulation.
2. The main telephone system that serves the Health Dept., Court Facility, LEC and the County Building is over 23 years old and should be replaced before we have a catastrophic failure. In addition, we need to comply with the Michigan Public Service Commission rules 484.901-484.906 for a multi-line telephone system. This means being able to identify a specific location and floor of a building in the event a 911 emergency call is placed.
3. A portion of the parking lot in front of the LEC and Bay City Police Dept. is in dire need of replacement. The City will pay for the section on their side of the facility and the County will pay for our portion.

ECONOMICS:

Funding for these projects has been included in the 2016 budget.

RECOMMENDATION:

Approve going out for bids on the Roof project, the new County wide Telecommunications Systems and LEC Asphalt project. Funds have been approved in the 2016 budget. Requesting the committee's approval and authorize the Board Chair to sign any and all necessary documents with approval as to form by Corporation Counsel and to make any necessary budget adjustments.

Cc: Cristen Gignac
Jon Morse

Crystal Hebert
Frances Moore

Robert Redmond

BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)

WHEREAS, There are three major Capital Improvement Projects for 2016 as follows:

1. New roof over the Health Dept. and Court Facility. The roof over the Health Dept. and Court Facility is over 20 years old and needs to be replaced. This will require a total tear off of the old membrane and insulation.
2. A new County wide Telecommunications System. The main telephone system that serves the Health Dept., Court Facility, LEC and the County Building is over 23 years old and should be replaced before we have a catastrophic failure. In addition, we need to comply with the Michigan Public Service Commission rules 484.901-484.906 for a multi-line telephone system. This means being able to identify a specific location and floor of a building in the event a 911 emergency call is placed.
3. Asphalt parking lot at the Law Enforcement Center (LEC). A portion of the parking lot in front of the LEC and Bay City Police Dept. is in dire need of replacement. The City will pay for the section on their side of the facility and the County will pay for our portion.

WHEREAS, Funding for the outlined projects has been included in the 2016 budget; Therefore, Be It RESOLVED That the Bay County Board of Commissioners authorizes the bid process for the Capital Improvement Projects (Health Department, Court Facility Roof, Telecommunications System, LEC parking lot) pursuant to the County Purchasing Policy; Be It Further RESOLVED That the Chairman of the Board is authorized to execute all documents required for the bid award(s) on behalf of Bay County following legal review/approval; Be It Finally RESOLVED That budget adjustments that are required for the Capital Improvement Projects are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Bldgs&Grnds – Capital Improvement Projects 2016

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

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

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

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BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)

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

ACCOUNTS PAYABLE:

12/09/15	\$	291,036.30
12/16/15	\$	840,030.24
12/22/15	\$	60,201.33

BAYANET:

November 2015

1. Payables	\$	17,737.64
2. Payroll	\$	8,370.99

HOUSING (Center Ridge Arms):

12/15/15	\$	31,938.03
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KIM COONAN, CHAIR
AND COMMITTEE

Payables-January

MOVED BY COMM. _____

SUPPORTED BY COMM.

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

VOTE TOTALS:

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

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

Description	Journal Number	2015 Fund Balance
Audited Unassigned Fund Balance or (Deficit) 12/31/2014		\$5,683,497
Previous years Assigned Fund Balance for P.O.'s *		\$737,525
Previous years Assigned Fund Balance for designation to balance 2015 Budget		\$445,055
Unassigned & Assigned Fund Balance or (Deficit) at 12/31/2014		\$6,866,077
2015 Budgeted Surplus /(Deficit)		-\$445,055
BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH DECEMBER 2015		
Purchase a bed liner for the 2006 Sterling dump truck	15-02-0253	-\$1,600
To purchase a 2006 Sterling dump truck	15-02-0068	-\$48,500
Increase Corp. Counsel budget for reorganization to Dept head and pay grade PN12	15-02-0004	-\$7,698
Increase Corp. Counsel budget to fund the Assistant Corp. Counsel position	15-02-0003	-\$53,928
Civic Arena's purchase of skates & helmets funding source Bay Foundation	15-02-0002	-26,072
Budget for the repair of the southside elevator in County building	15-03-0026	-22,000
Increase GIS budget for enhanced LIDAR data Aerial Photography project	15-03-0002	-42,750
Correct GIS budget error revenue was entered a debit for 100. should be 200. credit	15-04-0049	300
Correct budget error health contribution under wrong activity	15-04-0011	2,152
Increase Sheriff budget for a replacement vehicle due to an accident	15-04-0365	-16,400
Increase budget for special audit	15-04-0312	-20,000
Increase Community Center budget for replacement of gym floor	15-04-0097	-30,000
Incr. Animal Control budget from rolled over 2014 money for remaining radios costs	15-04-0012	-1,918
Increase Community Center budget for purchase of drinking water fountain	15-06-0002	-164
Increase Civic Arena budget for new seals for the ice rink	15-06-0050	-17,205
Budget for 2014 PO's @ 12-31-14 rolled over *	15-07-0276	-737,525
Budget for the purchase of radio equipment for the Juvenile Home	15-07-0273	-9,500
Increase in Child Care Fund 29266200 activity, for placement of children in agencies	15-08-0002	-50,000
Budget for security enhancements in the County Building	15-08-0158	-10,000
Budget for purchase of an ice resurfacer machine for the Civic Arena	15-08-0278	-105,000
Purchase and install new gas meter to track gas consumption at Riverside Center	15-09-0362	-2,100
Purchase 4X4 ATV for Pinconning Park	15-09-0363	-9,000
Budget for Prosecutor's Crime Victim Services Grant	15-10-0098	-3,033
To correct budget, expenses charges to wrong fund should be charged to Gen.Func	15-11-0076	-8,393
Budget for campaign financing, indexing & reporting software for Clerk's Office	15-11-0233	-5,000
Budget for increase in autopsies expenses during 2015	15-12-0003	-17,000
Budget for Pinconning Park extra registrations, user & admission fee revenue	15-12-0004	1,081
Increase the Community Center budget for the 2015 year	15-12-0005	-11,500
Budget for a pressure sealer folder machine for W-2 and 1099 forms	15-12-0006	-4,000
December 23, 2015		-1,256,753
Unassigned Fund Balance or (Deficit) 12/23/2015		\$5,164,269



BAY COUNTY
FINANCE/INFORMATION SYSTEMS

Thomas L. Hickner
Bay County Executive

Crystal A. Hebert
Finance Officer
hebertc@baycounty.net

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

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

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

TO: Kim Coonan, Chairperson
Ways & Means Committee

FROM: Crystal Hebert *CH*
Finance Officer

RE: Executive Directive #2007-11

DATE: December 23, 2015

REQUEST:

Please place this memo on the January 5, 2016, agenda for your committee's information.

BACKGROUND:

On December 13, 2015 an e-mail was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

ECONOMICS:

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

1. The state grantor agencies that have responded to department's requests indicate that funding levels for the state grants with regard to fiscal year 2015 and/or 2016 appear to have no changes.

RECOMMENDATION:

To receive.

c: Tom Hickner
Kim Priessnitz
Tim Quinn
Tiffany Jerry



BAY COUNTY
FINANCE/INFORMATION SYSTEMS

Thomas L. Hickner
Bay County Executive

Crystal A. Hebert
Finance Officer
hebetc@baycounty.net

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

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

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

December 14, 2015

To: Mr. Kim Coonan
Chair, Ways & Means Committee

From: Frances Moore
Bay County Purchasing Agent 

RE: Contract Extension for the Office Supplies Agreement

REQUEST:

To extend the County's contract with OfficeMax/Office Depot via the America Saves cooperative agreement as negotiated by Oakland County.

BACKGROUND:

Our existing contract with OfficeMax expires in July of 2016. Since the merger with Office Depot we have been slowly converting to the new platform and the agreement, while still valid, needs to be modified to reflect the final conversion to Office Depot. Through the America Saves Cooperative Oakland County has negotiated an agreement that will allow other municipalities to purchase off of this agreement.

This new contract will switch Bay County to the Office Depot ordering platform, opening up a larger catalog of goods at competitive or better pricing than we current enjoy. The switch will also allow for an increase in our annual rebate since a number of municipalities within the Great Lakes Bay Consortium did not switch to OfficeMax or they added Office Depot to their office supply options.

Another factor driving this request is the potential merger of Staples and Office Depot, there is currently in place with the Federal Trade Commission (FTC) a plan for Staples to buy Office Depot, this contract would allow for a smooth continuation of office supplies without the worry of an expiring or new contract possibly getting "lost" in the merge.

I am requesting that permission be given to extend our current agreement changing the name of the vendor from OfficeMax to Office Depot, this extension will be in place until June 30, 2018

ECONOMICS:

Undetermined at this time.

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RECOMMENDATION:

Authorize Board Chair to sign agreement after review by Corporation Counsel and approve any and all required budget adjustments.

cc: Tom Hickner, County Executive
Crystal Hebert, Finance Officer
Tiffany Jerry, Director Personnel and Employee Relations
Amber Davis-Johnson, Corporation Counsel
Robert Redmond, Board of Commissioner's Financial Analyst

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



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BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)
 WHEREAS, Bay County's existing contract with OfficeMax expires in July of 2016; and
 WHEREAS, Since the Office Depot/OfficeMax merger, conversion to the new platform has been ongoing and the agreement, while still valid, needs to be modified to reflect the final conversion to Office Depot; and
 WHEREAS, Through the America Saves Cooperative, Oakland County has negotiated an agreement that will allow other municipalities to purchase off of this agreement; and
 WHEREAS, The new agreement will switch Bay County to the Office Depot ordering platform, opening up a larger catalog of goods at competitive or better pricing than currently enjoyed by Bay County and will also allow for an increase in Bay County's annual rebate since a number of municipalities with the Great Lakes Bay Consortium did not switch to OfficeMax or they added Office Depot to their office supply options; and
 WHEREAS, Another factor driving this request is the potential merger of Staples and Office Depot and since there is a plan in place with the Federal Trade Commission for Staples to buy Office Depot, having a contract extension in place will allow for a smooth continuation of office supplies without the worry of an expiring or new contract getting lost in the merger; Therefore, Be it
 RESOLVED That the Bay County Board of Commissioners approves extension of Bay County's existing Office Supplies Agreement changing the name of the vendor from OfficeMax to Office Depot, said Agreement to be in place until June 30, 2018; Be It Further
 RESOLVED That the Chairman of the Board is authorized to execute said Office Supplies Agreement on behalf of Bay County following legal review/approval; Be It Finally
 RESOLVED That budget adjustments related to Agreement, if required, are approved.

KIM COONAN, CHAIR
 AND COMMITTEE

Finance - Extension of Office Supplies Agreement - Office Depot

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

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

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

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BAY COUNTY
FINANCE/INFORMATION SYSTEMS

Thomas L. Hickner
Bay County Executive

Crystal A. Hebert
Finance Officer
hebertc@baycounty.net

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

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

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

December 14, 2015

To: Mr. Kim Coonan
Chair, Ways & Means Committee

From: Frances Moore *FM*
Bay County Purchasing Agent

RE: Contract Addendum for the Ricoh Copier Lease Agreement

REQUEST:

To allow the County to modify the current agreement between Ricoh USA, Inc. and Bay County.

BACKGROUND:

During a review of the existing contract between Ricoh and Bay County it was noticed that our print/copy volume had significantly decreased due to our awareness to save paper. It has decreased to the point that an estimated monthly savings of \$430.52 will be recognized leading to an overall \$10,763 decrease in total payments during the remainder of the contract. This contract addendum will also remove the charges for staples that the County has been incurring, therefore bringing more savings to the bottom line.

ECONOMICS:

After an analysis of the current volume our invoices are expected to decrease by \$430.52 per month and total savings of \$10,763 over the remaining life of the contract.

RECOMMENDATION:

Authorize Board Chair to sign agreement after review by Corporation Counsel and approve any and all required budget adjustments.

cc: Tom Hickner, County Executive
Crystal Hebert, Finance Officer
Tiffany Jerry, Director Personnel and Employee Relations
Amber Davis-Johnson, Corporation Counsel
Robert Redmond, Board of Commissioner's Financial Analyst

515 Center Avenue, Suite 701, Bay City, MI 48708-5128
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BAY COUNTY BOARD OF COMMISSIONERS

JANUARY 12, 2016

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (1/5/16)

WHEREAS, During a review of the existing Contract between Bay County and Ricoh, it was determined the Bay County's print/copy volume had significantly decreased due to the County's efforts to save paper, decreasing to the point that an estimate monthly savings of \$430.52 will be recognized or an overall \$10,763 decrease in total payments during the remainder of the existing Contract; and

WHEREAS, There is also a reduction in charges for staples utilized resulting in additional savings; Therefore, Be it

RESOLVED That the Bay County Board of Commissioners approves the Contract Addendum to the Ricoh Copier Lease Agreement decreasing the paper and staple volume resulting in a significant savings to Bay County; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute said Contract Addendum to the Ricoh Copier Lease Agreement on behalf of Bay County following legal review/approval; Be It Finally

RESOLVED That budget adjustments required are approved.

KIM COONAN, CHAIR
AND COMMITTEE

Finance - Contract Addendum - Ricoh Copier Lease Agreement

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

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

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

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