

# BAY COUNTY BOARD OF COMMISSIONERS

515 CENTER AVENUE, SUITE 405, BAY CITY, MICHIGAN 48708-5125

(989) 895-4120 FAX (989) 895-4226 TDD (989) 895-4049

e-mail address: [bergerd@baycounty.net](mailto:bergerd@baycounty.net)

[www.baycounty-mi.gov](http://www.baycounty-mi.gov)



## MEMORANDUM

**MICHAEL J. DURANCZYK**

**CHAIRMAN**

**1<sup>ST</sup> DISTRICT**

To: Elected Officials/Department Directors-Division Heads/  
Agencies

**MICHAEL E. LUTZ**

**VICE CHAIRMAN**

**7<sup>TH</sup> DISTRICT**

From: Deanne Berger, Board Coordinator

**VAUGHN J. BEGICK**

**SERGEANT AT ARMS**

**3<sup>RD</sup> DISTRICT**

Date: January 23, 2020

Subject: 2020 Commission/Committee Information

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**ERNIE KRYGIER**

**2<sup>ND</sup> DISTRICT**

Attached please find the following:

**KIM J. COONAN**

**4<sup>TH</sup> DISTRICT**

1. 2019/2020 Board of Commissioners listing, including home addresses, phone numbers and e-mail addresses

**THOMAS M. HEREK**

**5<sup>TH</sup> DISTRICT**

2. Board of Commissioners' 2020 Committee assignments

**TOM RYDER**

**6<sup>TH</sup> DISTRICT**

3. Schedule of 2020 Board of Commissioners' meetings

4. Schedules of 2020 Ways and Means and Personnel/Human Services Committee meetings

**ROBERT J. REDMOND**

**FINANCIAL ANALYST**

**(989) 895-4125**

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

5. Process for submittal of Committee/Board agenda items [Please note

6. Corporation Counsel Matter Request Form

**DEANNE C. BERGER**

**BOARD COORDINATOR**

**(989) 895-4121**

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

7. Sample letter with preferred format when submitting request to Committee

**\*Please take note of the highlighted areas included in the letter reflecting the process for submittal of Committee/Board agenda items, specifically pertaining to Corporation Counsel's review of legal documents.**

**2019-2020**  
**BAY COUNTY BOARD OF COMMISSIONERS**  
**515 CENTER AVENUE**  
**BAY CITY, MI 48708**  
**(989) 895-4120**  
**(989) 895-4226 (FAX)**  
**Website: [www.baycounty-mi.gov](http://www.baycounty-mi.gov)**

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<u>DIST.NO.</u>	<u>COMMISSIONER</u>	<u>ADDRESS</u>	<u>TELEPHONE/E-MAIL</u>
1	MICHAEL J. DURANCZYK (D)	710 BERMUDA STREET, PINCONNING, MI 48650	248-867-3272 (CELL) <a href="mailto:BAYCOUNTY1st@aol.com">BAYCOUNTY1st@aol.com</a>
2	ERNIE KRYGIER (D)	785 APLIN BEACH, BAY CITY, MI 48706	989-684-2830 (HOME) 989-793-3711 - Ext. 5171 (WORK) 989-233-3872 (CELL) <a href="mailto:erniekrygierservice@hotmail.com">erniekrygierservice@hotmail.com</a>
3	VAUGHN J. BEGICK (R)	5353 LORRAINE COURT, BAY CITY, MI 48706	989-686-0578 (HOME) 989-295-0209 (CELL) <a href="mailto:VaughnPAC@aol.com">VaughnPAC@aol.com</a>
4	KIM J. COONAN (D)	706 SIDNEY, BAY CITY, MI 48706	989-402-1177 (WORK) 989-684-7675 (CELL) <a href="mailto:kjcwcc@att.net">kjcwcc@att.net</a>
5	THOMAS M. HEREK (D)	1606 - 30 <sup>TH</sup> , BAY CITY, MI 48708	989-415-9389 (CELL) <a href="mailto:tch1606@hotmail.com">tch1606@hotmail.com</a>
6	TOM RYDER (D)	601 N. HAMPTON, BAY CITY, MI 48708	989-860-8095 (CELL) <a href="mailto:tomryder51@yahoo.com">tomryder51@yahoo.com</a>
7	MICHAEL E. LUTZ (D)	1704 BORTON AVENUE, ESSEXVILLE, MI 48732	989-316-1296 (HOME) 989-316-1296 (FAX) 989-233-0387 (CELL) <a href="mailto:lutzbrothers@charter.net">lutzbrothers@charter.net</a>

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**2020 BOARD OFFICERS:**

**MICHAEL J. DURANCZYK, CHAIR**

**MICHAEL E. LUTZ, VICE CHAIR**

**VAUGHN J. BEGICK, SERGEANT AT ARMS**

**BAY COUNTY BOARD OF COMMISSIONERS**  
**2020 COMMITTEE ASSIGNMENTS**

COMMITTEE	AREAS OF RESPONSIBILITY	COMMITTEE MEMBERS
<p><b><u>WAYS AND MEANS</u></b></p> <p><i>MEETS 1<sup>st</sup> TUESDAY OF MONTH @ 4 P.M.</i></p> <p><b><u>AGENDA DEADLINE:</u></b>  <b><u>WEDNESDAY PRIOR TO MEETING @ 12 P.M.</u></b></p> <p><b>NOTE: AGENDA ITEMS TO BE SUBMITTED ELECTRONICALLY</b></p>	<p>FINANCE DEPARTMENT (ALL DIVISIONS)            RETIREMENT            RISK MANAGEMENT            ECONOMIC DEVELOPMENT            EQUALIZATION            INFORMATION SYSTEMS            BAY FUTURE, INC.            BUILDINGS AND GROUNDS            ENVIRONMENTAL AFFAIRS (ALL DIVISIONS)            GRANTS/GRANT AMENDMENTS            FEES            HOUSING DEPARTMENT (CENTER RIDGE ARMS)            STORMWATER AUTHORITY            MILLAGES/PROGRAMS:                DIVISION ON AGING                GYPSY MOTH SUPPRESSION PROGRAM                9-1-1 CENTRAL DISPATCH                MOSQUITO CONTROL                MEDICAL CARE FACILITY                LIBRARY            BAY 3 TV            APPROPRIATIONS/REQUESTS FOR FUNDS</p>	<p>THOMAS M. HEREK, CHAIR            MICHAEL E. LUTZ, V. CHAIR            ERNIE KRYGIER            VAUGHN J. BEGICK            KIM COONAN            TOM RYDER            MICHAEL J. DURANCZYK, EX OFFICIO</p>
<p><b><u>PERSONNEL/HUMAN SERVICES</u></b></p> <p><i>MEETS 3<sup>RD</sup> TUESDAY OF MONTH @ 4 P.M.</i></p> <p><b><u>AGENDA DEADLINE:</u></b>  <b><u>WEDNESDAY PRIOR TO MEETING @ 5:00 P.M.</u></b></p> <p><b>NOTE: AGENDA ITEMS TO BE SUBMITTED ELECTRONICALLY</b></p>	<p>BOARD RULES            COURTS            CORPORATION COUNSEL            LAW ENFORCEMENT            ELECTED OFFICIALS            PERSONNEL/EMPLOYEE RELATIONS            ALL VACANCIES/NEW POSITIONS:                FULL TIME                PART TIME                TEMPORARY                CONTRACTUAL                SEASONAL            DEPARTMENT OF PUBLIC DEFENDER            JUVENILE HOME            HEALTH DEPARTMENT (ALL DIVISIONS)            ANIMAL CONTROL            M.S.U. EXTENSION            MID MICHIGAN COMMUNITY ACTION AGENCY            MICHIGAN WORKS!            EMERGENCY SERVICES            VETERANS' SERVICES            AMERICANS WITH DISABILITIES (ADA)            BEHAVIORAL HEALTH            RECREATION:                CIVIC ARENA                COMMUNITY CENTER                FAIRGROUNDS                PINCONNING PARK                GOLF COURSE                COUNTY MARKET</p>	<p>TOM RYDER, CHAIR            MICHAEL E. LUTZ, V. CHAIR            ERNIE KRYGIER            VAUGHN J. BEGICK            KIM COONAN            THOMAS M. HEREK            MICHAEL J. DURANCZYK, EX OFFICIO</p>

BOARD PARLIAMENTARIAN

ROBERT J. REDMOND

**BAY COUNTY BOARD OF COMMISSIONERS  
OTHER 2020 COMMITTEE ASSIGNMENTS**

<u>COMMITTEE:</u>	<u>AREAS OF RESPONSIBILITY:</u>	<u>COMMITTEE MEMBERS:</u>
<u>AIRPORT</u>	MBS INTERNATIONAL AIRPORT	TOM RYDER ERNIE KRYGIER THOMAS M. HEREK
<u>ANIMAL CONTROL TASK FORCE</u>		VAUGHN J. BEGICK MICHAEL J. DURANCZYK
<u>BCTV</u>		KIM COONAN
<u>B.C.A.T.S.</u>	BAY CITY AREA TRANSPORTATION STUDY COMMITTEE	VAUGHN J. BEGICK
<u>BAY COUNTY LOCAL EMERGENCY PLANNING COMMITTEE</u>		VAUGHN J. BEGICK
<u>BAY FUTURE, INC.</u>		MICHAEL J. DURANCZYK
<u>COMMUNITY CORRECTIONS ADVISORY BOARD</u>		MICHAEL J. DURANCZYK ERNIE KRYGIER
<u>DRAIN BOARD</u>	HAMPTON AND BANGOR DRAINS	MICHAEL J. DURANCZYK THOMAS M. HEREK
<u>FOOD SERVICE ADVISORY BOARD</u>		VAUGHN J. BEGICK
<u>GREAT LAKES BAY REGIONAL CONVENTION &amp; VISITORS BUREAU</u>		MICHAEL J. DURANCZYK
<u>LAND BANK AUTHORITY</u>		TOM RYDER* MICHAEL E. LUTZ* *Serve while in office
<u>MICHIGAN WORKS! CONSORTIUM BOARD</u> (Formerly J.T.P.A.)		MICHAEL E. LUTZ VAUGHN J. BEGICK THOMAS M. HEREK
<u>MID-MICHIGAN COMMUNITY ACTION AGENCY</u>		VAUGHN J. BEGICK
<u>REGION VII AREA AGENCY ON AGING BOARD OF DIRECTORS</u>		PATRICK H. BESON* *term expires 3/31/22
<u>RETIREMENT BOARD</u>		THOMAS M. HEREK TOM RYDER *  *DESIGNEE OF BOARD CHAIR
<u>SANITARY CODE APPEALS BOARD</u>		MICHAEL J. DURANCZYK MICHAEL E. LUTZ RONALD CAMPBELL (TOWNSHIP) MICHAEL E. LUTZ
<u>STORMWATER AUTHORITY</u>		
<u>9-1-1 BOARD</u>		MICHAEL J. DURANCZYK

**NOTE: EXCEPT AS OTHERWISE NOTED, ALL TERMS ARE FOR THE YEAR 2020.**

BAY COUNTY BOARD OF COMMISSIONERS  
515 CENTER AVENUE, SUITE 405  
BAY CITY, MI 48708-5125  
(989) 895-4121

**SCHEDULE OF 2020 MEETINGS OF  
THE BAY COUNTY BOARD OF COMMISSIONERS**

**MICHAEL J. DURANCZYK, CHAIR**  
**MICHAEL E. LUTZ, VICE CHAIR**

THURSDAY, JANUARY 2, 2020 (ORGANIZATIONAL) @ 4:00 P.M.

TUESDAY, JANUARY 14, 2020

TUESDAY, FEBRUARY 11, 2020

TUESDAY, MARCH 10, 2020

TUESDAY, APRIL 14, 2020

TUESDAY, APRIL 21, 2020\*

TUESDAY, MAY 12, 2020

TUESDAY, JUNE 9, 2020

TUESDAY, JULY 14, 2020

TUESDAY, AUGUST 11, 2020\*\*

TUESDAY, SEPTEMBER 8, 2020

TUESDAY, OCTOBER 13 2020

TUESDAY, OCTOBER 20, 2020\*

TUESDAY, NOVEMBER 10, 2020\*\*

TUESDAY, DECEMBER 8, 2020

\*STATUTORY MEETINGS OF THE BOARD OF COMMISSIONERS WILL BE NOTED ON THE APPLICABLE BOARD CALENDAR.

\*\*DUE TO AUGUST PRIMARY ELECTION AND NOVEMBER GENERAL ELECTION DATES, THE WAYS AND MEANS COMMITTEE AGENDA ITEMS FOR THOSE MONTHS WILL BE HANDLED AT THE FULL BOARD MEETINGS.

ALL MEETINGS OF THE BOARD OF COMMISSIONERS ARE HELD AT 4:00 P.M. (UNLESS NOTED OTHERWISE ABOVE AND EXCEPT FOR STATUTORY MEETINGS) IN THE COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING, UNLESS OTHERWISE NOTED IN MEETING NOTIFICATIONS.

**THE BOARD OF COMMISSIONERS' AGENDA DEADLINE IS NOON ON THE WEDNESDAY PRIOR TO THE BOARD MEETING.**

IN THE EVENT ADDITIONAL MONTHLY MEETINGS ARE REQUIRED, THE MEETINGS WILL BE NOTICED AND POSTED IN ACCORDANCE WITH THE OPEN MEETINGS ACT.

**NOTE:** RESCHEDULED BOARD MEETINGS WILL BE NOTICED AND POSTED IN ACCORDANCE WITH THE OPEN MEETINGS ACT.

THE COUNTY OF BAY WILL PROVIDE NECESSARY AND REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS SIGNERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING TO INDIVIDUALS WITH DISABILITIES AT THE MEETING/HEARING UPON 10 DAYS NOTICE TO THE COUNTY OF BAY. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY OF BAY BY WRITING OR CALLING:

Amber Davis-Johnson, ADA Coordinator, Corporation Counsel  
515 Center Avenue, Fourth Floor, Bay County Building, Bay City, MI 48708  
(989)895-4131;(989)895-4049 TDD

**BAY COUNTY BOARD OF COMMISSIONERS  
515 CENTER AVENUE, SUITE 405  
BAY CITY, MI 48708-5125  
(989) 895-4121**

**SCHEDULE OF 2020 MEETINGS OF THE  
BAY COUNTY WAYS AND MEANS COMMITTEE**

**THOMAS M. HEREK, CHAIR  
MICHAEL E. LUTZ, VICE CHAIR**

WEDNESDAY, JANUARY 7, 2020

TUESDAY, FEBRUARY 4, 2020

TUESDAY, MARCH 3, 2020

TUESDAY, APRIL 7, 2020

TUESDAY, MAY 5, 2020

TUESDAY, JUNE 2, 2020

TUESDAY, JULY 7, 2020

TUESDAY, AUGUST 11, 2020\*

TUESDAY, SEPTEMBER 1, 2020

TUESDAY, OCTOBER 6, 2020

TUESDAY, NOVEMBER 10, 2020\*

TUESDAY, DECEMBER 1, 2020

**\*DUE TO AUGUST PRIMARY ELECTION AND NOVEMBER GENERAL ELECTION DATES, THE WAYS AND MEANS COMMITTEE AGENDA ITEMS FOR THOSE MONTHS WILL BE HANDLED AT THE FULL BOARD MEETINGS.**

**ALL MEETINGS OF THE WAYS AND MEANS COMMITTEE ARE HELD AT 4:00 P.M. IN THE COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING, UNLESS OTHERWISE NOTED IN MEETING NOTIFICATIONS. **THE WAYS AND MEANS COMMITTEE AGENDA DEADLINE IS NOON WEDNESDAY PRIOR TO THE W& M MEETING.****

**THE ABOVE DATES ARE SUBJECT TO CHANGE DUE TO SCHEDULING CONFLICTS. CHANGES WILL BE NOTED ON THE BOARD'S MONTHLY CALENDAR AND/OR NOTICED AND POSTED IN ACCORDANCE WITH THE OPEN MEETINGS ACT.**

**WHILE THE ABOVE MEETING DATES ARE THE REGULARLY SCHEDULED MEETING DATES, WAYS AND MEANS COMMITTEE MEETINGS MAY BE SCHEDULED AS NEEDED.**

**THE COUNTY OF BAY WILL PROVIDE NECESSARY AND REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS SIGNERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING TO INDIVIDUALS WITH DISABILITIES AT THE MEETING/HEARING UPON 10 DAYS NOTICE TO THE COUNTY OF BAY. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY OF BAY BY WRITING OR CALLING:**

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**SCHEDULE OF 2020 MEETINGS OF THE  
BAY COUNTY PERSONNEL/HUMAN SERVICES COMMITTEE**

**TOM RYDER, CHAIR**  
**MICHAEL E. LUTZ, VICE CHAIR**

TUESDAY, JANUARY 21, 2020

TUESDAY, FEBRUARY 18, 2020

TUESDAY, MARCH 17, 2020

TUESDAY, APRIL 21, 2020

TUESDAY, MAY 19 2020

TUESDAY, JUNE 16, 2020

TUESDAY, JULY 16, 2020

TUESDAY, AUGUST 18, 2020

TUESDAY, SEPTEMBER 15, 2020

TUESDAY, OCTOBER 20, 2020

TUESDAY, NOVEMBER 17, 2020

TUESDAY, DECEMBER 15, 2020

ALL MEETINGS OF THE Personnel/Human Services COMMITTEE ARE HELD AT 4:00 P.M. IN THE COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING, UNLESS OTHERWISE NOTED IN MEETING NOTIFICATIONS. **THE PERSONNEL/HUMAN SERVICES COMMITTEE AGENDA DEADLINE IS 5:00 P.M. ON THE WEDNESDAY PRIOR TO THE PERSONNEL/HUMAN SERVICES COMMITTEE MEETING.**

THE ABOVE DATES ARE SUBJECT TO CHANGE DUE TO SCHEDULING CONFLICTS. CHANGES WILL BE NOTED ON THE BOARD'S MONTHLY CALENDAR AND/OR NOTICED AND POSTED IN ACCORDANCE WITH THE OPEN MEETINGS ACT.

WHILE THE ABOVE MEETING DATES ARE THE REGULARLY SCHEDULED MEETING DATES, PERSONNEL/HUMAN SERVICES COMMITTEE MEETINGS MAY BE SCHEDULED AS NEEDED.

THE COUNTY OF BAY WILL PROVIDE NECESSARY AND REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS SIGNERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING TO INDIVIDUALS WITH DISABILITIES AT THE MEETING/HEARING UPON 10 DAYS NOTICE TO THE COUNTY OF BAY. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY OF BAY BY WRITING OR CALLING:

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