

**WAYS AND MEANS COMMITTEE
AGENDA
TUESDAY, DECEMBER 7, 2010**

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- 1- 5 III MINUTES (10/5/10)
- IV PUBLIC INPUT
- V PETITIONS AND COMMUNICATIONS
- 6- 8 A. Probate Court Administrator - 2010-2011 Child Care Fund Annual Plan & Budget **(Seeking approval of plan & budget; authorization for Board Chair to sign required documents; approval of budget adjustments, if required - proposed resolution attached)**
- 9-10 B. Friend of the Court - FY 2011 Federal Visitation and Access Grant **(Seeking approval of FY 2011 grant; authorization for Board Chair to sign required documents; approval of budget adjustments, if required - proposed resolution attached)**
- 11-12 C. Bay County Sheriff - OHSP Safe Communities Traffic Safety Grant **(Seeking approval of grant; authorization for Board Chair to sign required documents; approval of budget adjustments, if required - proposed resolution attached)**
- 13-14 D. Bay County Clerk - Fee for Concealed Weapon Permits **(Seeking establishment of \$10 fee for Identiphoto System concealed weapon permits - proposed resolution attached)**
- 15-16 E. Corporation Counsel - Renewal of Liability Insurance **(Seeking approval of liability insurance renewal for Bay County and for Center Ridge Arms (premium amounts will be available at 12/14/10 Board meeting; authorization for Board Chair to sign required documents; approval of budget adjustments if required - proposed resolution attached)**
- 17-18 F. Emergency Management Coordinator - 2010-2011 Hazardous Materials Emergency Preparedness (HMEP) Grant for Local Emergency Planning Committee **(Seeking approval of grant; authorization for Board Chair to sign required documents; approval of budget adjustments, if required - proposed resolution attached)**
- G. Remonumentation Administrator
- 19-21 1. 2011 Remonumentation Grant **(Seeking approval of grant application; authorization for Board Chair to sign grant application documents, grant award documents and resulting contracts for survey work; approval of required budget adjustments - proposed resolution attached)**
- 22-55 2. County Remonumentation Plan **(Seeking approval of revised plan - proposed resolution attached)**
- 56-57 H. Homeland Security Region 3 Fiduciary - Homeland Security Grant Accounting **(Seeking authorization to assign a fund number for reporting requirements - proposed resolution attached)**

- I. Health Department
 - 58-59 1. Public Health Emergency Response (PHER) Extension Funding (**Seeking acceptance of \$75,000 funding; authorization to apply for additional funding; authorization for Board Chair to sign amendment to CPBC Agt.; approval of required budget adjustments - proposed resolution attached**)
 - 60-61 2. Building Systems of Prevention Grant (**Seeking authorization to make application for grant funding; authorization for Board Chair to sign required documentation; approval of required budget adjustments - proposed resolution attached**)
 - 62-63 3. Great Lakes Regional Initiative Funding (**Seeking acceptance of grant award (\$115,000); authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)
 - 64-65 J. Purchasing Agent - AT&T Contract Renewal (**Seeking approval of 36 month renewal of AT&T phone service contract; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached**)
 - 66 K. County Road Commissioner Health Care Benefits (**Proposed resolution attached**)
 - L. Finance Director
 - 67-101 1. Budget Adjustments (**Proposed resolution attached**)
 - 102-103 2. Analysis of General Fund Unreserved/Undesignated Fund Balance 2010 (**Receive**)
 - 104 3. Executive Directive # 2007-11 (**Receive**)
 - 105 4. Handwritten Check (**Receive**)

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

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

**WAYS AND MEANS COMMITTEE
MINUTES**

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, OCTOBER 5, 2010, FOURTH FLOOR, BAY COUNTY BUILDING, 515 CENTER AVENUE, BAY CITY, MI 48708.

Call to order @ 4:02 p.m. by Chair Tilley.

Roll call:

		MOTION NO.											
COMMISSIONERS PRESENT:		1	2	3	4	5	6	7	8	9	10	11	12
DONALD J. TILLEY, CHAIR	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
EUGENE F. GWIZDALA, VICE CHAIR	E	E	E	E	E	E	E	E	E	E	E	E	E
MICHAEL J. DURANCZYK	P	S/Y	Y	Y	Y	S/Y	Y	S/Y	S/Y	S/Y	Y	Y	Y
PATRICK H. BESON	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
VAUGHN J. BEGICK	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	S/Y	Y	S/Y
COLLEEN M. MAILLETTE	P	Y	Y	Y	Y	Y	S/Y	Y	Y	Y	Y	Y	M/Y
ERNIE KRYGIER	P	M/Y	M/Y	S/Y	S/Y	Y	Y	Y	M/Y	M/Y	M/Y	S/Y	Y
KIM COONAN	P	Y	Y	M/Y	M/Y	Y	M/Y	Y	Y	Y	Y	M/Y	Y
BRIAN K. ELDER, EX OFFICIO	P	Y	S/Y	Y	Y	M/Y	Y	M/Y	Y	Y	Y	Y	Y

		MOTION NO.											
COMMISSIONERS PRESENT:		13	14	15	16	17	18	19	20	21	22	23	24
DONALD J. TILLEY, CHAIR		Y	Y	Y	Y	Y	Y	Y	Y				
EUGENE F. GWIZDALA, VICE CHAIR		E	E	E	E	E	E	E	E				
MICHAEL J. DURANCZYK		S/Y	S/Y	Y	Y	Y	Y	M/Y	S/Y				
PATRICK H. BESON		Y	Y	Y	Y	Y	Y	Y	MY				
VAUGHN J. BEGICK		Y	Y	Y	Y	N	Y	Y	Y				
COLLEEN M. MAILLETTE		Y	M/Y	S/Y	S/Y	Y	S/Y	Y	Y				
ERNIE KRYGIER		Y	Y	M/Y	M/Y	S/Y	Y	S/Y	Y				
KIM COONAN		M/Y	Y	Y	Y	M/Y	Y	Y	Y				
BRIAN K. ELDER, EX OFFICIO		Y	Y	Y	Y	Y	M/Y	Y	Y				

		MOTION NO.											
COMMISSIONERS PRESENT:		25	26	27	28	29	30	31	32	33	34	35	36
DONALD J. TILLEY, CHAIR													
EUGENE F. GWIZDALA, VICE CHAIR													
MICHAEL J. DURANCZYK													
PATRICK H. BESON													
VAUGHN J. BEGICK													
COLLEEN M. MAILLETTE													
ERNIE KRYGIER													
KIM COONAN													
BRIAN K. ELDER, EX OFFICIO													

OTHERS PRESENT: T.HICKNER, M.FITZHUGH, C.HEBERT, T.QUINN, M.HALSTEAD, F.HORGAN, J.STRASZ, A.ARNOLD, J.DELESTOWICZ, T.PUTT, C.LUCZAK, F.HOLLISTER, R.BRZESINSKI, R.SUPER, D.KILDEE, J.LEWIS, R.REIMANN, R.REDMOND, SAGINAW VALLEY BABERUTH 15-13 TEAM, REPRESENTATIVES OF FEW STEPS FROM HOME, BAY 3 TV, D.BERGER

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

-/-

**WAYS AND MEANS COMMITTEE
TUESDAY, OCTOBER 5, 2010
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MOTION NO.

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

- 1 MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE SEPTEMBER 7, 2010 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.**

Public input was called. Pat Palmer representing "A Few Steps from Home" animal rescue spoke to recent events involving the Animal Control Department where their organization was advised it must license the dogs and cats in their facility. She provided the history of their organization which is devoted to placing unwanted dogs and cats in loving homes. Ms. Palmer spoke to the expenses incurred in their efforts and if required to purchase the licenses, it would place a even greater financial burden on their organization. Ms. Palmer was requesting a waiver of the license fee via Board motion or resolution. Also requested was a lower adoption fee charged to A Few Steps from Home. Michael Halstead, Animal Control Manager, advised that he sent a letter today to Heather Smith, Director of A Few Steps from Home, offering a suggestion that should resolve this matter. This facility can be licensed through the Michigan Department of Agriculture at no cost and therefore no dog or cat license fees will be required. Mr. Halstead also provided the required application form to the organization. County Executive Tom Hickner advised that he spoke to the ladies present prior to this meeting and will follow through with this organization to resolve this issue and pursue other mutually beneficial avenues. Commissioner Begick commented that animal control is non-mandated service and, like other communities, Bay County could choose to close its facility.

Presentations to the Saginaw Valley Babe Ruth 13-15 All Star Team from the Bay County Board of Commissioners and from Congressman Dale Kildee were handled next. On behalf of the team, Manager Mike Krzysiak, Coach Howard Miller and some of the players who could be present received their certificates of recognition.

Committee consideration was given to renewal of the contract with Bay Future, Inc. Fred Hollister, President of Bay Future, Inc., spoke to successful projects and the cooperation enjoyed with the County staff. He provided a brief overview of projects. Commissioner Beson questioned if any stimulus monies would be coming in and Mr. Hollister advised that Congress recently authorized some stimulus funding but he was uncertain how much or how it would be handled. Commissioner Beson encouraged more assistance to small business owners and spoke to their important role in a community. Mr. Hollister concurred. It was

- 2 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF RENEWAL OF THE CONTRACT WITH BAY FUTURE, INC. FOR A 3 YEAR PERIOD.**

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MOTION NO.

Rick Brzezinski, Bay County Treasurer, spoke to his annual analysis of the Delinquent Tax Revolving Fund and explained his reasons for his recommendation to fund half the shortfall below the 20% reserve resulting in a transfer of \$772,321 which will be \$821,110 less than 2010. Discussion followed on distribution to the various entities. Mr. Brzezinski spoke to the County's hardship policy which assists homeowners with a payment plan to avoid them losing their homes. This includes small businesses as well. Commission Beson thanked the Treasurer for his assistance to the taxpayers of Bay County.

- 3 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE FUNDING HALF THE SHORTFALL BELOW THE 20% RESERVE RESULTING IN A TRANSFER OF \$772,321 TO THE GENERAL FUND.**

The Executive's proposed 2011 Bay County budget was next on the agenda. The budget has been sent electronically to the Board and a presentation will be made at the 10/12/10 Board meeting. Mr. Hickner advised that the numbers change on a daily basis. There is no pension contribution in 2011 but significant reductions will have to be made. Board Chair Brian Elder indicated that the Executive will give his budget overview and the Board and Mr. Redmond can take a month to review, question and suggest with budget adoption proposed for November 2010. Commissioner Coonan noted that there are still many unknowns at this time as to how much will have to be funded in 2011. Bay County will have to fund the pension system and this decision must be made sooner than later. This Board must be proactive. County Executive Hickner spoke to the wonderful cooperation with Board members, Mr. Redmond and staff relative to this budget. Brief discussion followed and it was

- 4 MOVED, SUPPORTED AND CARRIED TO RECEIVE THE COUNTY EXECUTIVE'S PROPOSED 2011 BAY COUNTY BUDGET.**
- 5 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF PROPOSED IRS RELATED AMENDMENTS TO THE BAY COUNTY EMPLOYEES' RETIREMENT SYSTEM ORDINANCE AND TO WAIVE THE BOARD'S ORDINANCE ADOPTION PROCESS TO ALLOW FOR ADOPTION 10/12/10.**
- 6 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE BUDGET ADJUSTMENT REQUIRED RESULTING FROM THE LOSS OF STRONG FAMILIES, SAFE CHILDREN DHS GRANT (MSU EXTENSION).**
- 7 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE ALLOCATION OF BREACHED CONTRACT FUNDS (ANIMAL CONTROL).**

**WAYS AND MEANS COMMITTEE
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PAGE 4**

MOTION NO.

- 8 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE MICHIGAN DEPARTMENT OF AGRICULTURE GRANT APPLICATION (ANIMAL CONTROL).**
- 9 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE BAY HEALTH PLAN AGREEMENT RENEWAL (HEALTH DEPARTMENT).**
- 10 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE HIPAA SECURITY SERVICES AGREEMENT W/VIOPOINT, INC. (HEALTH DEPARTMENT).**
- 11 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE FY 2010-2011 COMPREHENSIVE PLANNING, BUDGETING AND CONTRACTING AGREEMENT (CPBC) (HEALTH DEPARTMENT).**
- 12 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE 2 YEAR EXTENSION OF THE AERIAL TREATMENT CONTRACT WITH EARL'S SPRAY SERVICE (MOSQUITO CONTROL).**
- 13 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE HOUSING REHABILITATION ADDITIONAL GRANT FUNDING SOURCES - PIP-PLUS FUNDS IN PARTNERSHIP WITH ROSCOMMON COUNTY (MSHDA).**
- 14 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE BAY AREA COMMUNITY FOUNDATION GRANT APPLICATION (DIVISION ON AGING).**
- 15 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE 2010 DRAIN ASSESSMENT ROLLS (DRAIN COMMISSIONER).**

The Library Millage Committee was seeking endorsement of their upcoming millage ballot question. Commissioner Begick, while supportive of the millage, saw no reason for the Board's endorsement. Placing the question on the ballot was an endorsement. Commissioner Coonan spoke in favor of the resolution citing the impact a good library system has on a community. Committee Chair Tilley also supported the endorsement resolution noting that the earlier resolution only dealt with placement on the ballot and did not touch on endorsement.

- 16 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE RESOLUTION ENDORSING THE BAY COUNTY LIBRARY MILLAGE BALLOT QUESTION.**

**WAYS AND MEANS COMMITTEE
TUESDAY, OCTOBER 5, 2010
PAGE 5**

MOTION NO.

- 17 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF
THE SUBMITTED BUDGET ADJUSTMENTS.**
- 18 MOVED, SUPPORTED AND CARRIED TO RECEIVE ANALYSIS OF GENERAL FUND
FUND BALANCE.**
- 19 MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE
#2007-11.**
- 20 MOVED, SUPPORTED AND CARRIED TO ADJOURN (5:06 P.M.)**

Submitted by:

Deanne Berger

**Deanne Berger
Board Coordinator**

November 24, 2010

Donald J. Tilley, Chair
Ways & Means Committee
Bay County Board of Commissioners
Bay County Building
Bay City, MI 48708

Dear Commissioner Tilley:

The 2010-2011 (October 1, 2010 to September 30, 2011) Child Care Fund Annual Plan and Budget serves as application to the Michigan Department of Human Services (DHS) for funds to provide services to juveniles in the court system who remain in-home as well as those juveniles who are placed out-of-home for care. Child Care Funds are used for the operation of the Juvenile Home, the Intensive Probation program, the TODAY program, the Gender Services program, the community based alternative Day Treatment program and for the residential placements of both delinquent and neglected/abused youth. Additionally, the Bay County Department of Human Services uses funds for families in crisis.

The budget must be signed by the Probate Judge, the Chair of the Board of Commissioners, the County Executive and the local Department of Human Services Director.

The Court is requesting that your Committee review the proposed budget and refer the matter to the Board Chair for signature. The budget has also been sent to Tim Quinn, Interim Director of Finance and Marty Fitzhugh, Corporation Counsel, for review.

Thank you and if you have any questions, please contact me at your convenience.

Sincerely,

Marge Marchlewicz
Court Administrator

cc: Tom Hickner, County Executive
Tim Quinn, Interim Finance Director
Kim Priessnitz, Finance Department
Kim Bejcek, Director, Bay County DHS
Martha Fitzhugh, Corporation Counsel

COUNTY CHILD CARE BUDGET SUMMARY
 Michigan Department of Human Services (DHS)
 Child and Family Services

County Bay	Court Contact Person Marchlewicz, Marge (Bay)	Telephone Number 989/8954208	E-Mail Address marchlewiczm@baycounty.net
Fiscal Year October 1, 2010 through September 30, 2011	DHS Contact Person Satkowiak, Al (Bay)	Telephone Number 989/895-2552	E-Mail Address satkowlaka@mlchigan.gov

TYPE OF CARE	ANTICIPATED EXPENDITURES		
	DHS	COURT	COMBINED
I. CHILD CARE FUND			
A. Family Foster Care	\$	\$160,000.00	\$160,000.00
B. Institutional Care	\$	\$1,700,000.00	\$1,700,000.00
C. In Home Care	\$7,500.00	\$577,596.91	\$585,096.91
D. Independent Living	\$	\$10,000.00	\$10,000.00
E. SUBTOTALS	\$7,500.00	\$2,447,596.91	\$2,455,096.91
F. Revenue	\$	\$	\$0.00
G. Net Expenditure	\$7,500.00	\$2,447,596.91	\$2,455,096.91

COST SHARING RATIOS	County 50% State 50%
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II. CHILD CARE FUND Foster Care During Release Appeal Period		\$1,200.00	\$1,200.00
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COST SHARING RATIOS	County 0% State 100%
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III. JUVENILE JUSTICE SERVICES FUND Basic Grant	\$	\$	\$0.00
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COST SHARING RATIOS	County 0% State 100% \$15,000.00 Maximum
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IV. TOTAL EXPENDITURE	\$2,456,296.91		
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BUDGET DEVELOPMENT CERTIFICATION

THE UNDERSIGNED HAVE PARTICIPATED IN DEVELOPING THE PROGRAM BUDGET PRESENTED ABOVE. We certify that the budget submitted above represents an anticipated gross expenditure for the fiscal year: October 1, 2010 through September 30, 2011

Presiding Judge	Date
County Director of DHS Signature	Date
Chairperson, Board of Commissioner's Signature	Date
And/Or County Executive Signature	Date

<p>The Family Independence Agency will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to an DHS office in your county.</p>	<p>AUTHORITY: Act 87, Publication of 1978, as amended. COMPLETION: Required PENALTY: State reimbursement will be withheld from local government.</p>
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DHS-2091 (Rev. 5-00) Previous edition may be used. MS Word-97

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**BAY COUNTY BOARD OF COMMISSIONERS
12/14/10
RESOLUTION**

BY: WAYS AND MEANS COMMITTEE (12/7/10)

WHEREAS, The 2010-2011 (October 1, 2010 to September 30, 2011) Child Care Fund Annual Plan and Budget serves as application to the Michigan Department of Human Services (DHS) for funds to provide services to juveniles in the court system who remain in-home as well as those juveniles who are placed out-of-home for care; and

WHEREAS, Child Care Funds are used for the operation of the Juvenile Home, the Intensive Probation program, the TODAY program, the Gender Services program, the community based alternative Day Treatment program and for the residential placements of both delinquent and neglected/abused youth; and

WHEREAS, Additionally, the Bay County Department of Human Services uses funds for families in crisis; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the 2010-2011 Child Care Fund Annual Plan and Budget and authorizes the Chairman of the Board, to execute said document and related materials on behalf of Bay County, along with the Probate Judge and the County Executive, following legal review/approval; Be It Further

RESOLVED That budget adjustments, if required, are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Probate Court - 2010-11 Child Care Fund

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Dawn A. Kilda				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

Memorandum

To: Donald J. Tilley, Chairman, Ways and Means Committee

From: Jennifer Gwizdala, Office Manager, Friend of the Court

Date: 11/17/2010

Re: FY 2011 Federal Visitation and Access Grant for the Bay County Friend of the Court

REQUEST:

For this item to be placed on the Ways and Means Agenda for December 2010 and for the Board Authorization for the Chairman of the Board to sign all related documentation and/or contracts pertaining to the Federal Access and Visitation Grant for the Bay County Friend of the Court.

BACKGROUND:

The State Court Administrative Office (SCAO) is the administrative agency of the Michigan Supreme Court and is responsible for administering the Federal Access and Visitation Grants to courts for the provision of direct services that increase non-custodial parents' access to and visitation with their children.

SCAO is contracting with the Bay County Friend of the Court for the provisions of direct services that support and facilitate non-custodial parents' access to and visitation with their children. The direct Service Provider Agency for the Bay County Friend of the Court is Lutheran Child & Family Service. Lutheran Child & Family Service will provide supervised parenting time based on Court Order referrals from the Friend of the Court office. Supervised (including monitored and therapeutic) parenting time is eligible for reimbursement under this Agreement.

FINANCE:

The total Access and Visitation funding available to the Bay County Friend of the Court is \$1,900.00. FY 2010's allocation was \$2,200, which demonstrates a decrease in the FY 2011 of \$300.00. This number is based upon what our office used in the prior year.

RECOMMENDATION:

The Friend of the Court requests the Board of Commissioners authorize the Chairman of the Board to sign all related documentation and / or contracts pertaining to the Federal Access and Visitation Grant after review by the Corporation Counsel.

**BAY COUNTY BOARD OF COMMISSIONERS
12/14/10**

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/7/10)

WHEREAS, The State Court Administrative Office (SCAO) is the administrative agency of the Michigan Supreme Court and is responsible for administering the Federal Access and Visitation Grants to courts for the provision of direct services that increase non-custodial parents' access to and visitation with their children;

WHEREAS, The SCAO is contracting with the Bay County Friend of the Court for the provision of direct services that support and facilitate non-custodial parents' access to and visitation with their children; and

WHEREAS, The direct Service Provider Agency for the Bay County Friend of the Court is the Lutheran Child & Family Service which will provide supervised parenting time based on Court Order referrals from the Friend of the Court office; and

WHEREAS, Supervised (including monitored and therapeutic) parenting time is eligible for reimbursement through contractual agreement; and

WHEREAS, The total Access and Visitation funding available to the Bay County Friend of the Court is \$1,900.00, the FY 2010 allocation was \$2,200, a decrease for FY 2011 of \$300. This number is based upon what the Friend of the Court Office used in the prior year; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that the FY 2011 Federal Access and Visitation Grant is approved and the Chairman of the Board is authorized to execute the grant and related documents as well as contracts pertaining to the Federal Access and Visitation Grant following legal review/approval; Be It Further

RESOLVED That any budget adjustments required are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

FOC-FY 2011 Visitation & Access Grant

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Beglck				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

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

-10-

John E. Miller
Sheriff Of Bay County

Michael T. Janiskee
Undersheriff

Newt Jerome
Jail Administrator



TO: Donald J. Tilley, Chairman
Ways and Means

FROM: Sheriff John E. Miller *J. E. Miller*

DATE: November 17, 2010

REF: OHSP TRAFFIC SAFETY PLANNING
(Now the "SAFE COMMUNITIES TRAFFIC SAFETY" GRANT)

Background: For the past several years, the Sheriff's Office has been awarded traffic enforcement grants offered through the Michigan Office of Highway Safety Planning (OHSP). Seatbelts/Alcohol/Intersection, Youth Alcohol Enforcement and Child Passenger Safety are among the enforcement shell grant programs the Sheriff's Office has participated in with OHSP grant funding. Each of the shell grant programs offered is aimed at reducing the number of serious and fatal accidents in Bay County through additional enforcement patrols.

Economics/Finance: A "Safe Communities Traffic Safe Grant" opportunity is again being offered to the Sheriff's Office for 2011. The proposed funding level is \$34,000. There are no additional funds required from the County in order to participate in this OHSP grant. The grant provides for deputies' wages during additional scheduled patrols throughout 2011. Following is a breakdown:

Belts/Impaired Driving Enforcement	\$20,000
Underage Drinking Enforcement	\$10,000
Child Passenger Safety	\$ 4,000

Recommendations: Request the board to approve and authorize to continue in the 2011 year for the OHSP Michigan Safe Communities Grant and to make necessary budget adjustments.

CC: Undersheriff Michael T. Janiskee
Marty Fitzhugh, Corp. Counsel
Crystal Hebert, Finance Director
Kim Priessnitz, Budget Supervisor
Deanne Berger, BOC
Sgt. Bablarz
File Copy

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lw&m.OHSPRenewal-11

**BAY COUNTY BOARD OF COMMISSIONERS
12/14/10**

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/7/10)

WHEREAS, For the past several years, the Bay County Sheriff's Department has been awarded traffic enforcement grants through the Michigan Office of Highway Safety Planning including Seatbelts/Alcohol/Intersection, Youth Alcohol Enforcement and Child Passenger Safety; and

WHEREAS, These shell grant programs are aimed at reducing the number of serious and fatal accidents in Bay County through additional enforcement patrols; and

WHEREAS, A "Highway Safety Grant" opportunity is again being offered to Bay County for 2011 in the amount of \$34,000 with no local match required of Bay County; and

WHEREAS, The grant provides for deputies' wages during additional scheduled patrols throughout 2011, i.e. Belts/Impaired Driving Enforcement - \$20,000; Underage Drinking Enforcement - \$10,000; and Child Passenger Safety - \$4,000 Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that authorization is granted to make application for the 2011 Office of Highway Safety Program Traffic Enforcement Grant in the amount of \$34,000 for the Bay County Sheriff's Department; Be It Further

RESOLVED That the Chairman of the Bay County Board of Commissioners is authorized to electronically submit/sign any and all required documents for the grant application and/or the grant award contract following legal review/approval; Be It Finally

RESOLVED That all budget adjustments required are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Sheriff Dept - 2011 OHSP Grant

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

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

-12-



Courthouse Erected A.D. 1932

Cynthia A. Luczak
Bay County Clerk

515 Center Ave., Suite 101
Bay City, MI 48708-5941
Phone (989) 895-4280
Fax (989) 895-4284
TDD (989) 895-4049

November 17, 2010

Bay County Board of Commissioners
Ways & Means Committee
515 Center Avenue
Bay City, Michigan 48708

Commissioners:

Request: Upon implementation of the "Identphoto" system for the production of plastic, credit card sized concealed weapon permits, to collect a \$10 fee per card requested by current concealed weapon holders, upon request.

Background: The fee of \$10 for the production of the plastic card will help defray the cost of purchase of the "Identphoto" system.

Motion: That the Clerk secure a designated line item within the 2011 budget to report the revenue generated by the issuance of the "Identphoto" plastic concealed weapon permit at \$10 per card, upon request of current permit holders.

Cynthia A. Luczak
Bay County Clerk

BAY COUNTY BOARD OF COMMISSIONERS

12/14/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/7/10)

WHEREAS, The Bay County Clerk recently purchased an "Identiphoto" System used for the production of plastic, credit card sized concealed weapon permits; and

WHEREAS, The Bay County Clerk is recommending setting a fee of \$10.00 for the production of the plastic card, said fee to off-set the cost of purchase of the Identiphoto System; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that a \$10.00 fee is hereby established for concealed weapon permits processed through the Idendiphoto System by the Bay County Clerk; Be It Further

RESOLVED That the Finance Department shall set up the appropriate revenue line item for receipt of the concealed weapons permit fees.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

County Clerk - Concealed Weapon Permit Fee

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

DEPARTMENT OF CORPORATION COUNSEL

BAY COUNTY

MARTHA P. FITZHUGH
Corporation Counsel/Risk Manager
fitzhughm@baycounty.net

THOMAS L. HICKNER
County Executive

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

MEMORANDUM

TO: DONALD J. TILLEY, CHAIR, WAYS & MEANS COMMITTEE
BAY COUNTY BOARD OF COMMISSIONERS

FROM: MARTY FITZHUGH, CORPORATION COUNSEL *MF*

RE: RENEWAL OF LIABILITY INSURANCE

DATE: DECEMBER 1, 2010

BACKGROUND

Property and liability insurance coverage and risk management services have been provided through Bay County's membership in the Michigan Municipal Risk Management Authority (MMRMA) for the past several years. Bay County Corporation Counsel and also other departments in Bay County government have been satisfied with the coverage, value and services provided by MMRMA.

FINANCIAL IMPACT:

Renewal exposure materials for MMRMA have been completed by the Department of Corporation Counsel and submitted to MMRMA for evaluation and computation of Bay County's premium amount for 2011. Due to Bay County's loss history and proactive risk management measures, it is anticipated costs for 2011 will reflect minimal increase but underwriting is still completing premium costs which will be available by December 14, 2010.

RECOMMENDATION

It is recommended that the Committee forwards to the full board this recommendation to renew property and liability insurance for 1/1/2011 through 12/31/11 with Michigan Municipal Risk Management Authority based upon a cost to be reported at the meeting of December 14, 2010. At that time, the Board is requested to authorize the Board Chair to execute any necessary documentation following Corporation Counsel review.

BAY COUNTY BOARD OF COMMISSIONERS

12/14/10

RESOLUTION

BY: BAY COUNTY BOARD OF COMMISSIONERS

WHEREAS, Risk management property and liability insurance coverage for Bay County has been provided through Bay County's membership in the Michigan Municipal Risk Management Authority (MMRMA) for the past several years; and

WHEREAS, Corporation Counsel and other departments in Bay County government have been satisfied with the coverage, value and services provided by MMRMA; and

WHEREAS, Similar coverage has been provided for Center Ridge Arms through the Housing Authority Insurance Group (HAIG), a nonprofit membership association for public and low-income housing; and

WHEREAS, Renewal exposure materials for MMRMA have been completed by the Department of Corporation Counsel and submitted to MMRMA for evaluation and computation of Bay County's premium amount for 2011. Due to Bay County's loss history and proactive risk management measures it is anticipated costs for 2011 will reflect minimal increase but underwriting is still completing premium costs; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves property and liability insurance coverage for 1/1/2011 through 12/31/2012 through MMRMA at a cost of \$_____ and through HAIG at a cost of \$13,546; Be It Further

RESOLVED That the Chairman of the Board is authorized to execute any and all documents required for the Insurance renewals on behalf of Bay County following legal review/approval; Be It Finally

RESOLVED That budget adjustments, if required, are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Corp Counsel - MMRMA & HAIG Renewal

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

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

-16-



BAY COUNTY

911 Central Dispatch

(989) 895-4051 • FAX (989) 892-3744

1228 Washington Ave., Bay City MI 48708

Leonard Norman
Director

Thomas L. Hickner
Bay County Executive

Chris Izworski
Emergency Management Coordinator
989-895-4112

To: Don Tilley, Chairperson, Ways and Means Committee
From: Chris Izworski, Emergency Management Coordinator
Date: November 23, 2010
Re: 2010-2011 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 in two ways. First on a per plan and/or updated plan basis. Secondly the Bay County LEPC is eligible for a \$1000.00 support grant.

Financial Considerations:

Emergency site plans developed and submitted by the Bay County LEPC will be reimbursed at a rate of \$160.00 for each new site plan completed and \$25.00 for each updated existing site plan.

As part of the \$1,000.00 support portion of the grant, The Bay County LEPC must assure that a 20% in-kind match (\$200) will be available for all funding received through this grant. In-kind match includes non-federally funded LEPC member time, office space, secretarial support, LEPC office and administrative expenses, etc.

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: Leonard Norman
Tom Hickner
Marty Fitzhugh
Michael Gray
Tim Quinn
Crystal Hebert
Kim Priessnitz

-17-

No. 2010-

BAY COUNTY BOARD OF COMMISSIONERS
12/14/10

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (12/7/10)
- 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 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 LEPC's on a per plan and/or updated plan basis; and
- WHEREAS, Bay County LEPC is eligible for a \$1,000 support grant; and
- WHEREAS, Emergency site plans developed and submitted by the Bay County LEPC will be reimbursed at a rate of \$160 for each new site plan completed and \$25 for each updated existing site plan; and
- WHEREAS, As part of the \$1,000 support portion of the grant, the Bay County LEPC must assure that a 20% in-kind match (\$200) will be available for all funding received through this grant. This in-kind match includes non-federally funded LEPC member time, office space, secretarial support, LEPC office and administrative expenses, etc; 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 budget adjustments required, pertaining to this grant, are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Health Dept - 2010-2011 HMEP Grant
MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

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

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

-18-

BAY COUNTY DRAIN COMMISSIONER

JOSEPH RIVET
rivetj@baycounty.net

515 CENTER AVENUE, SUITE 601
BAY CITY, MICHIGAN 48708-5127
drainoffice@baycounty.net

PHONE (989) 895-4290
FAX (989) 895-4292
TDD (989) 895-4049
(HEARING IMPAIRED)

MEMORANDUM

DATE: December 1, 2010

TO: Donald Tilley, Chair, Ways & Means

FROM: Mark Basket, Bay County Remonumentation Administrator

RE: Remonumentation Program Administration Items:
Authorization to submit and execute the 2011 Remonumentation Grant
Application and Resulting Documentation and Contracts

Background: We are in the 19th year of our program with the State of Michigan. The grant program requires a yearly submission of a grant application.

I am requesting approval to submit the Remonumentation Grant Application as well as authorization to have the Board Chair sign all resulting documentation and contracts for the Remonumentation Program, including the awarding of the contracts for the survey work, subject to a review by Corporation Counsel.

Finances: The remonumentation program is funded through a combination of state grant dollars and a \$2.00 per first page fee on deed recordings which are specifically allowed by state law to be allocated to the program. No funding from the general fund is requested.

Recommendation: Approval of Remonumentation Grant Application and authorization of Board Chair signatures.

Department of Energy, Labor & Economic Growth
 Bureau of Construction Codes
 Office of Land Survey and Remonumentation
 6546 Mercantile Way, P.O. Box 30704
 Lansing, MI 48909
 Telephone: 517-241-6321 Facsimile: 517-241-6301
 E-mail: bccofsr@michigan.gov
www.michigan.gov/bcc

**2011 SURVEY AND REMONUMENTATION
 GRANT APPLICATION**

(MUST BE RECEIVED no later than 12-31-10)

APPLICANT (County): Bay

FEDERAL I.D. #: 38-6004837

Grantee BCC-10 _____ Mail Code _____

Application Received _____

Reviewed by Analyst _____

**Approved Director _____
 Office of Land Survey & Remonumentation _____**

Date _____

County Grant Administrator:

Name: Mark Basket, P.S.
 Address: 515 Center Ave. Suite 601
 City, State, Zip: Bay City, MI 48708
 Telephone: 989-895-4290
 Fax: 989-895-4292
 E-Mail: basket@baycounty.net

County Representative/Surveyor:

Name: Mark Basket, P.S.
 Address: 515 Center Ave. Suite 601
 City, State, Zip: Bay City, MI 48708
 Telephone: 989-895-4290
 Fax: 989-895-4292
 E-Mail: basket@baycounty.net

Grantee Address for Payments:

Name: Bay County Finance Department
 Address: 515 Center Ave., Suite 701
 City, State, Zip: Bay City, MI 48708

2011 Grant Requested
 If Expedited Amount is included, County must have an approved Expedited County Plan

Item 1 2011 State Grant	Item 2 Expedited Amount	Item 3 Reimbursement for Expedited Expenditures	Item 4 2011 Total Annual Project Budget (1 + 2 - 3 = 4)
\$83,822.00	\$0.00	\$0.00	\$83,822.00

I certify the information in this grant application is correct to the best of my knowledge, and the county has the capability to perform the work specified through one or more licensed professional surveyors.

Mark A. Basket, P.S.

Signature of County Grant Administrator (Must be Original)

12/01/10

Date

BAY COUNTY BOARD OF COMMISSIONERS

12/14/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/7/10)

WHEREAS, Bay County is in its 19th year of the Remonumentation Program with the State of Michigan and the grant program requires a yearly submission of a grant application; and

WHEREAS, The Remonumentation Program is funded through a combination of state grant dollars and a \$2.00 per first page fee on deed recordings which are specifically allowed by state law to be allocated to the program; and

WHEREAS, No General Fund dollars are required; Therefore, Be it

RESOLVED That the Bay County Board of Commissioners approves submittal of the Remonumentation Grant application and authorizes the Board Chair to sign all required grant documentation as well as contracts for the Remonumentation Program, including awarding of the contracts for the survey work, following legal review/approval; Be It Finally

RESOLVED That budget adjustments related to the Remonumentation Program, if required, are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Drain Office - 2011 Remonumentation Program Grant

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygier				Eugene F. Gwizdala			
Vaughn J. Beglck				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

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

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

BAY COUNTY DRAIN COMMISSIONER

JOSEPH RIVET
rivetj@baycounty.net

515 CENTER AVENUE, SUITE 601
BAY CITY, MICHIGAN 48708-5127
drainoffice@baycounty.net

PHONE (989) 895-4290
FAX (989) 895-4292
TDD (989) 895-4049
(HEARING IMPAIRED)

MEMORANDUM

DATE: December 1, 2010
TO: Donald Tilley, Chair, Ways & Means Committee
FROM: Mark Basket, Bay County Remonumentation Administrator
RE: County Remonumentation Plan

I would like to request that the County Board of Commissioners approve the attached revised County Remonumentation Plan, which has been approved by the Department of Energy, Labor, and Economic Growth who oversees the State Remonumentation Program.

Since the beginning of the Remonumentation Program and the conception of the Model County Plan, it has been revised on three separate occasions. The last revision date was 9-28-2010.

Please find attached a copy of the revised County Plan for review and approval. If you have any question, please contact me.

Thank you for your attention.

BAY COUNTY BOARD OF COMMISSIONERS

12/14/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/7/10)

WHEREAS, A revised County Remonumentation Plan has been approved by the Department of Energy, Labor, and Economic Growth who oversees the State Remonumentation Program; and

WHEREAS, Since the beginning of the Remonumentation Program and the conception of the Model County Plan, the Plan has been revised on three separate occasions the last revision being 9/28/2010; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the attached revised County Remonumentation Plan.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Drain Office - Revised County Remonumentation Plan

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Begick				Klm Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

COUNTY PLAN

**Monumentation and Remonumentation Plan
For Bay County, Michigan**

Prepared for the implementation of 1990 PA 345, MCL 543261-279

Original Approved by
Board of County Commissioners; July 14, 1992
(Date)

Original Approved by
State Survey and Remonumentation Commission March 25, 1992
(Date)

Revised and Approved by
Board of Commissioners:

Chairperson (Date)

Revised and Approved by
Department of Energy, Labor, and Economic Growth:

Director (Date)

Prepared and Approved by the State Survey and Remonumentation Commission: 09-18-1991
Revised and Approved by the State Survey and Remonumentation Commission: 03-25-1992
Revised and Approved by the Department of Energy, Labor, and Economic Growth: 10-30-2009, 9-28-2010

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*This topic is highly recommended, but is not required for approval by the Department of Energy, Labor and Economic Growth.

I INTRODUCTION THE REASON FOR THIS PLAN

The adoption by the Board of County Commissioners of a "County Monumentation and Remonumentation Plan" is a requirement of 1990 PA 345, MCL 54.261-279. When the State Legislature was considering the adoption of Senate Bill 380 (which became 1990 PA 345, MCL 54.261-279), the following "Supporting Argument" was presented by nonpartisan Senate staff for use by the Senate in its deliberations:

Implementing the county monumentation program would mark the first time in 175 years that a concerted effort was made to do this critically needed job. Since the 1850s, there has been no statewide effort to validate corners, even though surveyors' tools have advanced from a 33-foot chain and a compass to a technological arsenal that includes a device that gives automatic measurements of angles between corners, and instruments that bounce a signal off a satellite to determine the exact longitude and latitude of a given point. Orderly, consistent remonumentation with standardized markers would assist in the documentation and planning of roads and utilities, the (location) of public and private property, the settlement of ownership claims and disputes, and the provision of a central data base containing information on counties and townships throughout the State. Completion of the remonumentation system in a county would enable the county to implement a computerized mapping system that would include the precise location of roads, utilities, and property lines; the corners would serve as the foundation for such a map. Further, the remonumenting on a county-wide basis would be more economical than contracting out a few corners at a time, and individual surveys would be less expensive if surveyors could rely on monumented corners.

The County must adopt county plan which must be approved by the Department of Energy, Labor and Economic Growth in order to be eligible for state grants for monumentation and remonumentation. The Model County Plan with prepared and adopted by the Department of Energy, Labor and Economic Growth pursuant to Section 8(1) of 1990 PA 345, MCL 54.261-279, may be adopted as is by a county or, if necessary, with changes appropriate for that county. The grants are made available from funds that the County must send to the state regularly, as has been done since January of 1991. 1990 PA 346, MCL 600.2567 (Senate Bill 381) provides for the collection of funds by each county's Register of Deeds.

II DEFINITIONS

The following words or phrases as used in this plan are either contained in 1990 PA 345, MCL 54.261-279 or are necessary for its administration:

- A) Act – means 1990 PA 345, MCL 54.261-279 the State Survey and Remonumentation Act.
- B) Commisslon – means the Director of the Department of Energy, Labor and Economic Growth.
- C) Corner – means a public land survey corner or a property controlling corner.
- D) County Grant Administrator – means a person appointed by the County Board of Commissioners as the individual responsible for completing and submitting the annual application for a Survey and Monumentation grant to the State of Michigan, and the administering of the approved annual grant. The County Grant Administrator's duties are those set forth herein.
- E) County Representative – means (1) the County Surveyor, whether elected or appointed, pursuant to Section 95 of Chapter 14 of the Revised Statutes of 1846, being Section 54.95 of the Michigan Compiled Laws; or, (2) the Professional Surveyor appointed by the County Board of Commissioners if the county does not have a County Surveyor. The County Representative shall perform any duties assigned by law and other duties described herein.
- F) Department – means the State Department of Energy, Labor and Economic Growth.
- G) Locate – means to recover an existing corner which conforms to the minimum standards specified herein.
- H) Lost Corner – means a previously established corner whose position cannot be recovered beyond reasonable doubt, either from traces of the original General Land Office (GLO) marker or its accessories or from acceptable evidence or testimony that bears upon the original position, and, whose location can be restored only by reference to one or more interdependent corners.
- I) Marker – means the physical object which occupies the location of a public land survey corner, a property-controlling corner, or a horizontal or vertical control station.
- J) Monument – means to install a marker which meets or exceeds minimum standards as specified herein.

DEFINITIONS (continued)

- K) **Monumentation** – means all field activities which pertain to a corner including, but not limited to, field reconnaissance for evidence revealed in research data, searching, excavating, traversing, computing, monumenting, witnessing, etc. and Peer Group ratification of a corner
- L) **Monumentation Surveyor** – means the surveyor who is awarded a contract to (1) perform research for and monument or remonument markers; or, (2) establish horizontal and/or vertical control markers.
- M) **Obliterated Corner** – means a previously established corner which has no remaining traces of the marker or its accessories, but its position has been perpetuated or its position may be recovered beyond reasonable doubt by the acts and testimony of the interested landowners, competent surveyors, or other qualified local authorities or witnesses, or by some acceptable record evidence.
- N) **Open Meetings Act** – means 1976 PA 267, MCL 15.261-275.
- O) **Peer Group** – means a minimum of three non-associated surveyors appointed by the County Representative. Non-associated means members are not from the same company or firm. One member of the Peer Group shall be the County Representative, who shall act as Chair of the Peer Group.
- P) **Property-Controlling Corner** – means a Public Land Survey (PLS) corner or any property corner which does not lie on a property line of the property in question, but which controls the location of one or more of the property corners of the property in question.
-
- Q) **Public Land Survey Corner** – means any corner actually established and monumented in an original survey or resurvey used as a basis of legal description for issuing a patent for the land to a private person from the United States government.
- R) **Research** – means the compilation of all historical records which pertain to a corner.
- S) **Remonument** – means to install a marker where (1) the existing marker does not meet minimum standards as specified; or (2) the existing marker is in danger of becoming lost or obliterated; or, (3) the corner has been lost or obliterated.
- T) **Surveyor** – means a Professional Surveyor licensed under Article 20 of the Occupational Code, 1980 PA 299, MCL 339.2001-2014.

III PLAN OBJECTIVES

- A) Provide for the location, monumentation and/or remonumentation of corners on a maximum of 20-year planned timetable.
- B) Create a system for the research of the history of all corners and horizontal and vertical control markers.
- C) Create and maintain a repository for all records pertaining to Public Land Surveys.
- D) Provide for a perpetual maintenance program for all corners and horizontal and vertical control markers.
- E) Provide for the location of and a data base for horizontal and vertical control markers.
- F) Coordinate with adjoining counties for the monumentation of all county line corners.
- G) Annually determine monumentation requirements for which a grant application will be submitted for approval by the Department of Energy, Labor and Economic Growth.

IV GRANT ADMINISTRATION

For the purpose of implementation of this Act, the County Board of Commissioners must appoint a County Grant Administrator. The county shall also appoint a County Representative if the county has abolished the position of County Surveyor in accordance with law.*

The County Grant Administrator's duties include:

- A) Submitting annually a grant application and supporting documents to the Department of Energy, Labor and Economic Growth by December 31st of the year preceding the grant year.
- B) Selecting monumentation surveyors in compliance with Qualification-Based Selection (QBS) as set forth in House Concurrent Resolution 206 (June, 1987).
- C) Submitting proposed county/monumentation surveyor contracts to the Board of County Commissioners for its approval and its authorization for execution.
- D) Recommending payment to the monumentation surveyor as provided by the contract.
- E) Submitting other documents as may be required by the Department of Energy, Labor and Economic Growth.

*** NOTE: IF THE SURVEYOR ACTING AS THE COUNTY REPRESENTATIVE IS NOT A MONUMENTATION SURVEYOR, THAT PERSON MAY ALSO BE THE COUNTY GRANT ADMINISTRATOR.**

V PLAN EXECUTION

In addition to any duties assigned by law, the County Representative shall establish requirements and procedures to implement the following:

- A) Research the history of corners and horizontal and vertical control stations.
- B) Field verify whether corners are existent, lost, or obliterated.
- C) Set a marker at all corners, following the Peer Group's ratification. The location of said corners shall be established in accordance with the procedures set forth in the Manual of Instructions for the Survey of Public Lands of the United States (1973) prepared by the Bureau of Land Management of the United States Department of Interior (Technical Bulletin 6, or subsequent editions).
- D) Recover all existing horizontal and vertical control stations.
- E) Perpetual monument maintenance of all corners.

THE COUNTY REPRESENTATIVE SHALL ALSO BE RESPONSIBLE FOR:

- A) Establishing, scheduling meetings of, and chairing a Peer Group which will meet and act as advisors for ratification of corner locations. These meetings shall be in compliance with the Open Meetings Act.
- B) Creating and maintaining a filing system for each corner, which contains all survey information compiled.
- C) Submitting documentation to the County Grant Administrator as required for the annual Application for Monumentation Grant which includes, but is not limited to, the following:
 - 1) For the current year projects, a description of the work area completed, the work area projected to be completed by December 31st and the work area remaining to be completed.
 - 2) A general work progress report for all previously awarded contracts.
 - 3) The proposed work program for the following year. The work program will indicate (a) the area where the Public Land Survey (PLS) corners and property-controlling corners are proposed to be monumented and/or remonumented within the next contract year; (b) the area where the PLS corners and property controlling corners are to be researched in the next contract year; (c) the area where corners will be checked and, if necessary, remonumented according to the perpetual monument maintenance plan; (d) the area where horizontal and vertical control stations are to be researched and located; and (e) the area where horizontal and vertical coordinates are to be established.

PLAN EXECUTION (continued)

- D) Creating and maintaining a filing system for horizontal and vertical geodetic monumentation information obtained from the National Geodetic Survey (NGS), United States Geological Survey (USGS) and other sources.
- E) Coordinating the densification of horizontal and vertical geodetic monumentation with the State's Geodetic Advisor.

VI WORK PROGRAM

The meet the objectives of the Act, all work shall be performed in the following manner:

- A) **Research:** All corner locations shall be researched prior to monumentation. Copies of all research information shall be available to the public. The county may charge a reasonable fee for such copies.

No marker shall be considered a part of the plan until the research for its location has been performed and the location has been ratified by the Peer Group.

Research on corners means only those activities for the compilation of the historical records which pertain to a particular corner. All work performed beyond the compilation of a historical record is included in the work category monumentation of corners.

- B) **Monumentation:** Annually locate and monument or remonument a specific number of corners so as to complete the program within the 20-year time frame.

The corners proposed to be monumented shall be specified as part of the annual grant application. An annual grant may include some unspecified corners in danger of becoming lost or obliterated.

Monumentation of corners means all field and related activities which pertain to a corner including, but not limited to, field reconnaissance for evidence revealed in research data, searching, excavating, traversing, computing, monumenting, witnessing, etc. and peer group ratification of a corner.

For corners monumented under the Act, the monumentation surveyor shall furnish the County Representative two copies of a completed and recorded Land Corner Recordation Certificate (LCRC) as required by 1970 PA 74, MCL 54.201-210d. The County Representative shall forward one copy to the County Grant Administrator to be forwarded to the Department of Energy, Labor and Economic Growth with the work progress reports, as required by the Department.

Any surveyor may submit a corner location to the County Representative for Peer Group review. When filed with the County Representative, all information is considered filed with and available to the Commission. The county agrees to maintain these records and to provide copies of any records requested by the State at no charge.

VII PERPETUAL MONUMENT MAINTENANCE PLAN

When all corners have been monumented as specified under this Act, a "Perpetual Monument Maintenance Program" shall begin the year following the year of completion of monumentation or remonumentation. Each year thereafter, a minimum of 1/20th of the corners shall be checked and, if necessary, remonumented. The specific corners or specific region to be checked shall be a part of the annual grant application.

VIII GEODETIC DENSIFICATION AND MAINTENANCE PROGRAM

The County Representative shall research an entire county for existence of NGS/CGS (National Geodetic Survey/Coast and Geodetic Survey) and other important horizontal and vertical control stations. Thereafter, a thorough field search shall be made for each control station identified by the research. A report of the status of each station shall be prepared using the NOAA/NGS DDPROC (National Oceanic and Atmospheric Administration/National Geodetic Survey Descriptive Data Processing System) method. The report shall be filed with the County Representative, the Department of Energy, Labor and Economic Growth, and the NGS Geodetic Advisor for submission to NGS (National Geodetic Survey). The County Representative shall provide for the preservation and maintenance of all geodetic markers in the county.

When deemed timely by the County Representative, a monumentation surveyor shall be engaged to determine NAD 83 (North American Datum of 1983), three-dimensional coordinates in accordance with 1964 PA 9, MCL 54.231-239, on corners or other monumented points approved by the Department. All work for NGS control densification and inclusion into the National Geodetic Reference System (NGRS) shall meet or exceed the positional accuracy and marker requirements of Group C; Order 2; 20 PPM according to the FGCS standards entitled Geometric Geodetic Accuracy Standards and Specifications for Using GPS Relative Positioning Techniques for GPS (Global Positioning Systems) or Second-Order Class I-1:50,000 minimum distance accuracy for all other measurement systems according to the FGCS manual entitled Standards and Specifications for Geodetic Control Networks. The NGVD 1929 (National Geodetic Vertical Datum of 1929) datum will be used until such time as the new NAVD 1988 (North American Vertical Datum of 1988) vertical adjustment is completed.

Essentially, only the base network markers meeting the necessary requirements may become part of the NGRS and the corner markers will be positioned to a minimum of Third-Order Class I horizontal control network standards or Group C, Order 3-100 PPM for GPS according to the new FGCS standards and specifications.

The specific stations or specific region to be included in the annual work program shall be a part of the annual grant application.

IX RAPID GEODETIC POSITIONING OF PLS CORNERS

When deemed timely by the County Representative, a monumentation surveyor shall be engaged to determine NAD 83 (North American Datum of 1983), three-dimensional coordinates in accordance with 1964 PA 9, MCL 54.231-239, on corners or other monumented points approved by the Department.

The specific stations or specific region to be included in the annual work program shall be a part of the annual grant application.

In addition to the conventional surveying methods and static GPS methods specified in Section VIII, Rapid GPS surveying methods may be utilized that meet the following minimum specifications:

- A) Control stations of at least one level higher than the desired final product shall be utilized.
- B) "Rapid" GPS (Global Positioning System) data collection:
 - a. At least 2 independent sets of data shall be observed.
 - b. An independent set shall consist of 3 observations followed by a break in lock and re-initialization followed by 3 more observations to each control station. All observations from the same control station must agree within 0.04 feet.
 - c. Each point shall be observed from 2 different control stations and be re-observed a minimum of 30 minutes after the initial observation to utilize a significant geometry change in the satellite constellation.
 - d. Observation time in each session shall be adequate to ensure that all ambiguities are resolved and all integers are fixed and the desired positional tolerance is achieved.
 - e. Observations on different days are recommended to collect field data under different atmospheric conditions.
- C) Eight-five (85) percent of all points observed must lie within the perimeter of the control network being utilized. Use of the High Accuracy Reference Network (HARN), the Continuously Operating Reference Station (CORS) of the Michigan Spatial Reference Network (MSRN), or an approved future control system is recommended.
- D) The final coordinates shall be a result of a rigidly adjusted network using least squares adjustments software. The result of the adjustment shall be a mathematically proven positional tolerance at a 1.96 sigma, 95% confidence level, not to exceed 0.25 feet horizontally where non-trivial connections or a direct physical horizontal measurement are made to adjacent corners or 0.125 feet for all other coordinates where corners are one-half mile or more apart.

- a. Direct, physical horizontal measurement by independent means between a randomly selected 10 percent of the adjacent points shall be made, the result of such measurements indicating compliance with the required positional tolerance.
 - b. A direct measurement shall be made using conventional methods between adjacent corners that are 100 feet or less apart.

- E) Instruments of geodetic grade, including antenna equipped with a multi-path mitigating device and fixed rod height with bipod at the rover, shall be utilized.
 - a. Observations taken must meet or exceed the manufacturer's specifications for the type of work being performed.
 - b. Field observations should generally not be taken under canopy; however, some canopy is acceptable if there are adequate satellites available at the proper angles to achieve the desired accuracy.

- F) All field observations shall follow the current generally accepted principles of surveying, taking into account the following:
 - a. Currently, the acceptable Positional Dilution of Precision (PDOP) is under 5. PDOP is the overall measure of the precision obtainable with a given satellite geometry and refers to Horizontal (HDOP) and Vertical (VDOP) measurements (northing, easting and elevation /latitude, longitude and altitude). PDOP is also an indicator expressing the relationship between the error in user position, and the error in satellite position.
 - b. An elevation mask of no less than 15 degrees from the horizon
 - c. Minimum number of satellites observed simultaneously between the base and the rover shall not be less than 5
 - d. Observations should begin and end with check shots to known control

- G) A written report shall be compiled under the supervision of the professional surveyor in responsible charge of the effort. The report shall include:
 - a. Equipment manufacturer, model & serial number of the receiver(s) and antenna(s) used
 - b. Names of equipment operators
 - c. Names or I. D. numbers of control stations utilized
 - d. Certification that equipment calibration was performed (bubble checks on rods)
 - e. Dates of observations
 - f. A written narrative of the mission planning, field and office procedures followed
 - g. A compilation of the points observed, resulting coordinate values, and their standard deviation at 1 sigma and at 1.96 sigma.
 - h. Results of the physical horizontal check measurements

- i. Description of intervening, conventional traverse activity for inaccessible points
- j. Professional Surveyor certification, signature, seal and date
- k. Map of control network
- l. MCS83 adjustment year
- m. Vertical Datum
- n. Combined factor
- o. All residuals

X AMENDING THE PLAN

This plan may be amended subject to:

- A) Approval by the Board of County Commissioners; or,
- B) Approval by the State Department of Energy, Labor and Economic Growth.

XI SEVERABILITY

If any section or provision of this plan for any reason conflicts with present or future Legislative Acts or Administrative Rules, that section shall be invalid, but such invalidation shall not affect the remaining provisions of this plan.

XII ANNUAL FUNDING AVAILABILITY

Work programs specified in Sections VI, VII and VIII shall be adjusted depending upon the actual annual grant and other funds available.

The State shall be liable to the county for none of the costs expended and/or borrowed and subject to reimbursement under this agreement, except to the extent to which monies are appropriated by the Legislature and made available to the State of Michigan, Department of Energy, Labor and Economic Growth. The monies for survey and remonumentation are allocated annually under the provisions of the Act to the county consistent with the Act, rules, and annual grant formula.

APPENDIX A – ITEMS ELIGIBLE FOR GRANT FUNDS

Items eligible for grant funds include, but are not limited to, the following:

1. Corner research expenses. Expenditures incurred for research on corners means only those expenditures incurred for the compilation of the historical records which pertain to a particular corner. Any work performed beyond the compilation of a historical record is considered monumentation of corners.
2. Corner monumentation expenses. Expenditures incurred for monumentation of corners means all field activities which pertain to a corner including, but not limited to, field reconnaissance for evidence revealed in research data, searching, excavating, traversing, computing, monumenting, witnessing, etc. and peer group ratification of a corner.
3. Time spent in developing corner location documentation, including time spent to research existing records, summarize the evidence found, prepare drawings when necessary, and prepare a final report. Information to be shown on the above-noted drawing may include traverse information and useful physical features (e.g., lines of occupation, roadways, fences, etc.).
4. Time spent in presenting corner locations to the Peer Group for ratification.
5. Grant monies used to pay for installation of a marker for survey work which is a part of another public or private contract or work assignment. A contract must be executed prior to the services being performed. The county may furnish the marker to be used or include the cost for it in the contract for monumentation. There are no other eligible costs for this type of corner monumentation.

6. Such other items as may be specified in the annual grant application and approved by the Department of Energy, Labor and Economic Growth.

APPENDIX B – PROCEDURE FOR RATIFICATION OF A CORNER POSITION

When a monumentation surveyor desires the ratification of a corner position, he/she shall make a written request for same to the County Representative, accompanied by the corner position documentation. Not later than 28 calendar days after said request, the County Representative shall call and chair a meeting, noticed in compliance with the Open Meetings Act, of a Peer Group to review the corner position documentation furnished.

At least ten days prior to the meeting, the County Representative shall give notice of the meeting to the Peer Group, each monumentation surveyor whose corner position documentation will be reviewed, and any surveyor who has set a corner different from the position being considered. All corner position documentation will be reviewed by the Peer Group. Minutes shall be taken which shall become the official record when approved by the Peer Group.

A monumentation surveyor may not consider or vote on his/her own corner(s) for ratification as a member of a Peer Group.

When a surveyor brings a corner to the Peer Group for ratification as a result of work performed to fulfill a public or private contract or work assignment for other than a remonumentation contract, that corner may be considered for ratification by the Peer Group. Upon approval by the Peer Group of such a corner for monumentation, the corner is considered a part of the program. The county Grant Administrator may provide the marker and use grant monies to pay the cost of installation of a marker if a county requires a special marker other than what is necessary to meet the minimum requirements of 1970 PA 74, MCL 54.201-210d.

After the Peer Group's ratification, the monumentation surveyor shall install the appropriate corner marker and cap and shall file a Land Corner Recordation Certificate as required by 1970 PA 74, MCL 54.201-210d. Two copies of said certificate shall be furnished to the County Representative.

APPENDIX C -- MINIMUM STANDARDS FOR MONUMENTATION

The permanent marker set at the location of the corner shall be set in conformance with 1970 PA 74, MCL 54.201-210d.

The county shall adopt standardized markers and/or caps to be utilized when remonumentation is necessary.

APPENDIX D – MINIMUM STANDARDS FOR CORNER WITNESSING

All corners shall be witnessed in accordance with 1970 PA 74, MCL 54.201-210d, and the published rules promulgated by the State Board of Land Surveyors under 1980 PA 299, MCL 339.2001-2014.

APPENDIX E – RESEARCH

I RESEARCH SOURCES AND ANALYSIS

By thoroughly examining and using the following list of sources for survey information, the prudent surveyor can be confident that the corner has been properly located:

- A. General Land Office (GLO) Survey: including original, dependent, independent, or omitted lands (notes, plats, and special instructions).

If these records are not available in the county offices, they may be obtained from the Michigan Department of Natural Resources, the National or State Archives, or the Eastern Regional Office of the Bureau of Land Management.

<u>Sources</u>	<u>Type of Information Usually Available</u>
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B. COUNTY RECORDS:

County Surveyor	Land Corner Recordation Certificates, public and private land surveys and notes
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County Register of Deeds	Land Corner Recordation Certificates, land surveys, subdivision plats, condominium subdivisions and other records
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County Road Commission or Department of Public Works	Highway location surveys, GLO corner ties, highway easements, township road orders and other records
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County Drain Commissioner or Department of Public Works	County and township drain records, unrecorded maps, and other records
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Clerk of Court	Court records
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Abstract Office/Title Company	Abstract records, survey maps, tract maps
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Local Assessor	Conveyances, survey maps, tax maps and descriptions
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Adjoining County Offices or Departments of Public Works	County line records, county line roads
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<u>Sources</u>	<u>Type of Information Usually Available</u>
C. MUNICIPAL RECORDS:	Board meeting minutes, cemetery records, township road and drain descriptions and maps, engineer, clerk, zoning administrator, utility and public works departments
D. OTHER AGENCIES:	
State	Department of Management and Budget (Bureau of Facilities), Department of Transportation, Department of Natural Resources, universities and historical collections, State Archives, State Library
Federal	Bureau of Land Management, Fish and Wildlife Service, Soil Conservation Service, U.S. Corps of Engineers, Civilian Conservation Corps, Coast Guard, National Parks Service, U.S. Forest Service, Federal Aviation Administration, Federal Communications Commission, National Geodetic Survey, U.S. Geological Survey, Bureau of Indian Affairs, International Great Lakes Survey, National Geospatial-Intelligence Agency
Adjoining States	Bordering state survey records (Indiana, Ohio, Wisconsin)
E. OTHER SOURCES:	Private surveyors' and engineers' records, utility companies, forest product companies, mining companies, land agencies, railroad companies, abstractors, lending institutions, historical societies, oil and gas companies, American Land Title Association surveys
F. OTHER MAPS AND PLATS:	Plat books of ownership (Index to County Atlases and Plats)
G. AERIAL PHOTOS:	U.S. Soil Conservation Service, U.S. Agriculture Stabilization and Conservation Service, Department of Natural Resources, Department of Transportation, aerial mapping companies, and/or other agencies previously listed

H. For Property Owner and Resident Interviews:

1. Develop an interview form. The form should include space for the date, interviewer's name, and the name, statement, and signature of the person interviewed.
2. The interviewer should determine the credibility of the person interviewed and make a statement on the interview form.
3. The interviewer should attempt to obtain an affidavit when important parole evidence is used to determine the position of a corner.

ANALYSIS:

- A. Develop a checklist to ensure that all possible sources of information have been investigated.
- B. Review, when necessary, all maps, plats, and aerial photos with the Public Land Survey (PLS) notes to correlate physical calls such as streams, lakes, swamps, etc., with distances on the maps, plats and photos.
- C. Review, when necessary, subsequent surveys to correlate with the PLS and other later surveys.

II RECONNAISSANCE (FIELD)

- A. All record data related to established monuments, accessories, and calls to natural features should be reviewed to locate and define the area of search. Thereafter, a reconnaissance of the area, using the record-research data or PLS methods, is necessary to narrow the area of search and explore the area for evidence. Then, make a survey to locate existing monuments, occupation lines, possible corner locations, and natural feature calls from PLS field notes.
- B. A licensed professional surveyor experienced in land corner search, should make the field search or valuable evidence may be overlooked or destroyed.
- C. The field search should be made at a time of year when conditions are most suitable for uncovering evidence. This may depend on the terrain, vegetation, or seasonal ground cover.
- D. The record evidence of the monument to be located will suggest the type of search equipment to be used during the field search. The following list should be considered when preparing for the search:
 - 1. Metal locator – for recovery of metallic monuments.
 - 2. Hand tools (picks, shovel, etc.) – where monumentation is expected within a small area or near the surface.
 - 3. Mechanical equipment (backhoe or jackhammer) – for excavation in large, deep, or difficult search areas.

The surveyor's judgment will control the depth and extent of the excavation. For reference purposes (for future surveys), provide an excavation report describing the extent and the location of the excavation. This may eliminate duplicate excavation efforts.

- E. In areas where the only information available is the original General Land Office (GLO) survey data or where it is difficult to narrow down a corner search area, it may be advantageous to perform a corner search after a random traverse line has been surveyed along the section lines between known corners. The original line calls and corner locations can be calculated and field located from the random traverse, thus narrowing down the search area and maximizing the effort spent on the actual field search for original survey evidence and/or subsequent survey corner evidence.

CORNER MONUMENTATION

FIELD MONUMENTATION

A. Type of Marker

A durable and easily identifiable marker locatable with a magnetic locator should be placed at the position of each remonumented corner, if possible. Each county will standardize the markers placed within its boundaries. Each marker will be stamped or engraved to identify it, have a centering mark to define the exact location of the corner, and be stamped with the license number of the surveyor responsible for its placement.

B. In-place Markers

An existing in-place, non-ferrous marker shall be replaced with a standard county marker.

SETTING OF MARKER

The marker should be placed carefully to minimize any future movement of the marker. Reference markers should be placed where corner positions are in unstable or inaccessible locations. It is always necessary to consider what future uses may be made of the marker location.

NUMBER OF WITNESSES

Each marker should have a minimum of four (4) witnesses to substantial objects.

LAND CORNER RECORDATION CERTIFICATE

A Land Corner Recordation Certificate shall be prepared and filed for each corner monumented or remonumented. This certificate shall be a complete document relating to the location, monumentation, perpetuation and history of a corner in accordance with 1970 PA 74, MCL 54.201-210d.

HORIZONTAL CONTROL

The ultimate goal of the remonumentation program is the remonumentation of every corner in the State of Michigan, which may include the determination of NAD 83 (North American Datum of 1983) three-dimensional coordinates on these remonumented corners. The task of remonumentation will frequently involve horizontal traverse work between existing corners to enable the restoration of lost and/or obliterated corners. In order to maximize the remonumentation efforts, this traverse should be performed to the minimum accuracy standard allowable to meet the requirements of 1964 PA 9, MCL 54.231-239, i.e., FGCS, Third-order Class I for Horizontal Control.

It should be stressed that the recommended survey control system does not propose to promote the State Plane Coordinate system at the expense of adequate monumentation perpetuation and recordation of corners. Instead, the system seeks to remonument the corners and to erect new accessories to these corners in accordance with sound land surveying procedures while at the same time applying all of the advantages of the State Plane Coordinate system. In counties where extensive traverse work will be required, it will be advantageous to be on the State Plane Coordinate System right from the beginning of the remonumentation project.

There are several publications that can be obtained from the National Geodetic Survey that can assist in understanding State Plane Coordinates and implementing these types of survey traverses:

1. **Understanding State Plane Coordinate Systems by Joseph F. Dracup**
2. **Fundamentals of the State Plane Coordinate Systems by Joseph F. Dracup**
3. **FGCS, Standards and Specifications for Geodetic Control Networks**

4. **FGCS, Geometric Geodetic Accuracy Standards and Specifications for Using GPS Relative Positioning Techniques**

These publications, along with the horizontal and vertical geodetic control data for the county, can be obtained from:

NGS Information Services, NOAA, N/NGS12
National Geodetic Survey SSMC-3, #9202
1315 East-West Highway
Silver Spring, MD 20910-3282
<http://www.ngs.noaa.gov/>

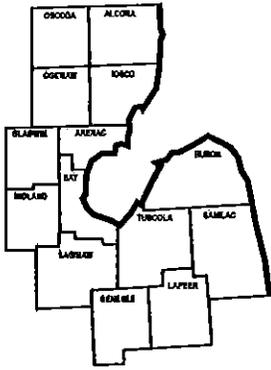
ADDRESSES FOR RESEARCH SOURCES

<p>ACSM 6 Montgomery Village Avenue, Suite #403 Gaithersburg, MD 20879 http://www.acsm.net/</p>	<p>FEDERAL COMMUNICATIONS COMMISSION (FCC) 445 12th Street SW Washington, DC 20554 http://www.fcc.gov/</p>
<p>BUREAU OF LAND MANAGEMENT BLM Washington Office 1849 C St NW Washington, DC 20240-0001 http://www.blm.gov/</p>	<p>INTERNATIONAL GREAT LAKES SURVEY [This organization no longer exists. Its work was split in half between NOAA and the Corps of Engineers. The data on buoys and level gauges went to NOS, the benchmarks for vertical control on the Great Lakes went to the Geodetic Survey; the analytical work went to the Corps.]</p>
<p>BUREAU OF LAND MANAGEMENT Cadastral Survey Eastern States Offices 7450 Boston Boulevard Springfield, VA 22153 www.blm.gov/cadastral/</p>	<p>INTERSTATE COMMERCE COMMISSION [This agency was charged with regulating the economics and services of specified carriers engaged in transportation between states. Surface transportation under the ICC's jurisdiction included railroads, trucking companies, bus lines, freight forwarders, water carriers, oil pipelines, transportation brokers, and express agencies. The ICC's safety functions were transferred to the Dept. of Transportation in 1966; the ICC retained its rate-making and regulatory functions. The agency was eventually terminated in 1995 with its remaining functions transferred to the Surface Transportation Board.]</p>
<p>BUREAU OF LAND MANAGEMENT GLO Records Access Staff Eastern States Offices 7450 Boston Boulevard Springfield, VA 22153-3121 http://www.gloreports.blm.gov/</p>	
<p>CIVILIAN CONSERVATION CORPS [This agency became the Works Progress Administration in 1935, then the Works Projects Administration in 1939, then Consolidated Federal Works Administration in 1942. It was abolished in 1949 and its services were transferred to the General Services Administration.]</p> <p>U.S. General Services Administration Great Lakes Region (5) Room 3700 230 South Dearborn Street Chicago, IL 60604 http://www.gsa.gov/</p>	<p>U.S. Department of Transportation 1200 New Jersey Ave, SE Washington, DC 20590 http://www.dot.gov/</p> <p>Surface Transportation Board 395 E Street, SW Washington DC 20423 http://www.stb.dot.gov/</p>

<p>MICHIGAN DEPARTMENT OF EDUCATION Michigan State Library 702 West Kalamazoo Street P.O. Box 30738 Lansing, MI 48909-8238 http://www.michigan.gov/hal/</p>	<p>NATIONAL ARCHIVES AND RECORDS ADMINISTRATION 8601 Adelphi Road College Park, MD 20740-6001 http://www.archives.gov/</p>
<p>MICHIGAN DEPARTMENT OF MANAGEMENT & BUDGET Lewis Cass Building 320 South Walnut Street P.O. Box 30026 Lansing, MI 48909 http://www.michigan.gov/dmb/</p>	<p>NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY (NGA) Office of Corporate Relations Public Affairs Division, MS D-54 4600 Sangamore Road Bethesda, MD 20816-5003 https://www1.nga.mil/Pages/Default.aspx</p>
<p>MICHIGAN DEPARTMENT OF NATURAL RESOURCES 530 W Allegan St Lansing, MI 48933-1521 http://www.michigan.gov/dnr/</p>	<p>NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION (NOAA) National Geodetic Survey NGS Information Services, NOAA, N/NGS12 National Geodetic Survey SSMC-3, #9202 1315 East-West Highway Silver Spring, MD 20910-3282 http://www.ngs.noaa.gov/</p>
<p>MICHIGAN DEPARTMENT OF NATURAL RESOURCES Michigan Historical Center State Archives 702 W Kalamazoo St Lansing, MI 48915-1609 http://www.michigan.gov/dnr/</p>	<p>NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION (NOAA) National Ocean Service SSMC4, Room 13632 1305 East-West Hwy Silver Spring, Maryland 20910 http://oceanservice.noaa.gov/</p>
<p>MICHIGAN DEPARTMENT OF TRANSPORTATION State Transportation Building 425 W. Ottawa St. P.O. Box 30050 Lansing, MI 48909 http://www.michigan.gov/mdot/</p>	<p>NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION (NOAA) National Ocean Service - Office of Coast Survey 1315 East-West Hwy Room 6127 Silver Spring, MD 20910 http://oceanservice.noaa.gov/programs/cs/</p>

NATIONAL PARK SERVICE 1849 C St NW Washington, DC 20240-0001 http://www.nps.gov/index.htm	U.S. DEPARTMENT OF AGRICULTURE Natural Resources Conservation Service (NRCS) 3001 Coolidge Road, Suite 250 East Lansing, Michigan 48823 http://www.nrcs.usda.gov/
NATIONAL PARK SERVICE Midwest Region 601 Riverfront Drive Omaha, NE 68102-4226 http://www.nps.gov/index.htm	U.S. DEPARTMENT OF TRANSPORTATION 1200 New Jersey Avenue, SE Washington, DC 20590 http://www.fhwa.dot.gov/
U.S. ARMY CORPS OF ENGINEERS Headquarters, US Army Corps of Engineers 441 G. Street, NW Washington, DC 20314-1000 http://www.usace.army.mil/	U.S. DEPARTMENT OF TRANSPORTATION Federal Highway Administration 315 W Allegan St Lansing, MI 48933-1500 http://www.fhwa.dot.gov/
U.S. ARMY CORPS OF ENGINEERS North Central Division Detroit District (CELRE-PA) P. O. Box 1027 Detroit, MI 48231-1027 http://www.lrc.usace.army.mil/	U.S. FISH AND WILDLIFE SERVICE 1849 C St NW Washington, DC 20240-0001 http://www.fws.gov/
U.S. DEPARTMENT OF AGRICULTURE 1400 Independence Ave., S.W. Washington, DC 20250 http://www.usda.gov/	U.S. FISH AND WILDLIFE SERVICE Great Lakes – Big Rivers (Midwest Region – Region 3) One Federal Drive Fort Snelling, MN 55111-4056 http://www.fws.gov/midwest/
U.S. DEPARTMENT OF AGRICULTURE Natural Resources Conservation Service (NRCS) P.O. Box 2890 Washington, DC 20013 http://www.nrcs.usda.gov/	U.S. FISH AND WILDLIFE SERVICE Great Lakes – Big Rivers (Midwest Region – Region 3) East Lansing Ecological Services Office 2651 Coolidge Road East Lansing, MI 48823 http://www.fws.gov/midwest/

<p>U.S. FOREST SERVICE 1400 Independence Ave., SW Washington, D.C. http://www.fs.fed.us/</p>	<p>U.S. GEOLOGICAL SURVEY 6520 Mercantile Way, Suite 5 Lansing, MI 48911 http://www.usgs.gov/</p>
<p>U.S. FOREST SERVICE Eastern Region - R9 626 East Wisconsin Ave. Milwaukee, WI 53202 http://www.fs.fed.us/</p>	<p>U.S. GOVERNMENT PRINTING OFFICE 732 North Capitol Street, NW Washington, DC 20401-0001 http://www.gpo.gov/</p>
<p>U.S. GEOLOGICAL SURVEY Headquarters and Eastern Region 12201 Sunrise Valley Drive Reston, VA 20192, USA http://www.usgs.gov/</p>	



Michigan 3rd District Regional Homeland Security Planning Board

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Michael K. Gray
Chairman
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Vice-Chair
Kristin Hoffman
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John H. West
Solution Area Planner
Patricia A. Bostick
Fiduciary Agent
Richard Konsdorf
Solution Area Planner

TO: Donald J. Tilley
FROM: Pat Bostick, Region 3 Fiduciary
DATE: November 22, 2010
SUBJECT: Homeland Security Grant Accounting

Alcona County
Mark Gurisko
Kristin Hoffman
Arenac County
Ed Rohn
James Mosciski
Bay County
Michael K. Gray
Gerry Runde
Genesee County
Jennifer Boyer
Terence Green
Gladwin County
Leo Gary
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Midland County
Roger Garner
Fred Yanoski
Ogemaw County
Mark Surbrook
Carol Adair
Oscoda County
Elizabeth Galer
Kevin Grace
Saginaw County
Tim Genovese
Richard Lively
Sanilac County
Todd Hillman
Tuscola County
Patrick Finn
Sharon Mika
Region 3 HPN
Jim Brasseur
District 3 Coordinator
Lt. Lisa Speary
U.S. Coast Guard
Matt Hoppe

Request: To initiate a new fund (2820) for Homeland Security Grant Accounting.

Background: The grant accounting (expenses and revenue) for all Bay County projects is budgeted through the General Fund (1010). The grant accounting (expenses and revenue) for the other 13 counties in Region 3 is placed in an account with several other County activities.

The drawback to this current system is the availability of information in a form that can be readily translated into the information required by Bay County, Michigan State Police and the other 13 counties. Reports must be generated by Grant (we currently have 9 grants open), by Solution Area (Planning, Training, Exercise, Equipment and M&A), by expense type (payroll, supplies & other, travel or equipment), by County and by Project number.

Discussions between the Finance Department, the Bay County Auditor and Resilient C have taken place and they are in agreement that a new fund number will aid in the required reporting of these grants.

Recommendation: That all Homeland Security Grants be assigned a fund number that will allow for the reporting to Bay County, Michigan State Police and the other 13 counties as required in the grant agreements.

cc: M. Gray, T. Quinn, R. Redmond, C. Hebert, K. Priessnitz, E. Cortez,
R. Brzezinski

BAY COUNTY BOARD OF COMMISSIONERS

12/14/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/7/10)

WHEREAS, The grant accounting (expenses and revenue) for all Bay County projects is budgeted through the General Fund and the grant accounting (expenses and revenue) for the other 13 counties in Region 3 is placed in an account with several other County activities; and

WHEREAS, The drawback to this current system is the availability of information in a form that can be readily translated into the information required by Bay County, the Michigan State Police and the other 13 counties; and

WHEREAS, In order to accommodate all reporting requirements, it has been determined by the Finance Department, the County's auditor and Resilient C that a new fund number will aid in the required reporting of these grants; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that all Homeland Security Grants be assigned a fund number that will allow for the reporting to Bay County, the Michigan State Police and the other 13 counties as required in the grant agreements.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Homeland Security - New Fund for Grant Accounting

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

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



Thomas L. Hickner
Bay County Executive



BAY COUNTY
Health Department
Creating A Healthy Environment For The Community

Barbara MacGregor, RN, BSN
Health Director

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

MEMO

TO: Brian Elder, Chairperson, Chair, Ways and Means Committee
FROM: Barbara MacGregor, Health Director *BMG*
DATE: November 30, 2010
CC: Tom Hickner, Michael Gray, Tim Quinn, Marty Fitzhugh, Tim Quinn, Crystal Hebert, Kim Priessnitz, Joel Strasz, Melissa Maillette, Marilyn Laurus
RE: Public Health Emergency Response (PHER) Extension Funding

BACKGROUND

The 2010/2011 CPBC Agreement between Bay County and the Michigan Department of Community Health (MDCH) is being amended to adjust for additional pandemic influenza extension funding being allocated to the Bay County Health Department for Public Health Emergency Response (PHER) activities to build preparedness and response capacity and capabilities as defined by the PHER grant guidance issued by the Centers for Disease Control and Prevention (CDC) and the MDCH.

FINANCIAL CONSIDERATIONS

The anticipated Amendment will reflect a positive adjustment to the FY 2010-11 funding levels. The Health Department has been informed it will be receiving \$75,000 in PHER funding, with an opportunity to apply for an additional \$20,000. The Health Department has notified the MDCH of its desire to apply for the additional funding. These funds will be allocated through July 30, 2011. The Health Department plans to use current staff to perform the duties outlined in the work plan; existing staff will either have lost hours reinstated or will be redirected to work on the grant deliverables.

RECOMMENDATION

Upon favorable review by Corporation Counsel, the Health Department recommends acceptance of the \$75,000 in PHER funding, approval to apply for additional funding, and the amendment to the CPBC Agreement be approved and signed by the Board Chair, and seeks Board approval for any necessary budget adjustments relating to this Amended Agreement.

BAY COUNTY BOARD OF COMMISSIONERS

12/14/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/7/10)

WHEREAS, The 2010/2011 CPBC Agreement between Bay County and the Michigan Department of Community Health (MDCH) is being amended to adjust for additional pandemic influenza extension funding being allocated to the Bay County Health Department for Public Health Emergency Response (PHER) activities to build preparedness and response capacity and capabilities as defined by the PHER grant guidance issued by the Centers for Disease Control and Prevention (CDC) and the MDCH; and

WHEREAS, The anticipated Amendment will reflect a positive adjustment to the FY 2010-11 funding levels and the Bay County Health Department will be receiving \$75,000 in PHER funding with an opportunity to apply for an additional \$20,000; and

WHEREAS, The Bay County Health Department has notified the MDCH of its desire to apply for the additional funding which will be allocated through July 30, 2011; and

WHEREAS, The Health Department plans to use current staff to perform the duties outlined in the work plan; existing staff will either have lost hours reinstated or will be redirected to work on the grant deliverables; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners hereby accepts the \$75,000 in PHER funding and approves application for additional funding; Be It Further

RESOLVED That the Amendment to the 2010/2011 CPBC Agreement is approved and the Chairman of the Board authorized to execute said Amendment on behalf of Bay County (Health Department) following legal review/approval; Be It Finally

RESOLVED That budget adjustments pertaining to the Amended Agreement are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Health Dept - Amendment to CPBC Agt - PHER

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

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



Thomas L. Hickner
Bay County Executive



Barbara MacGregor, RN, BSN
Health Director

Dr. Kirk Herrick
Medical Director

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

To: Brian Elder, Chairman, Chair, Ways and Means Committee

From: Dominic L. Smith, Community Health Educator *DS/pmac*

Date: November 23, 2010

RE: Request Permission to Apply for a grant through Building Systems of Prevention through Health Promotion for Women and Girls from the Offices of Women's Health, U.S. Health and Human Services.

BACKGROUND:

This funding opportunity is being coordinated by John Snow, Inc (JSI) on behalf of the U.S. Health and Human Services Regional Offices on Women's Health (OWH). Funding is designed to support projects that build systems of prevention through the promotion of health for women and girls. The purpose of this funding is to empower women to get healthy by taking actions to improve their own health and the health of other women and girls in their community. Bay County Health Department's proposed project area is to promote the National Women's Health Week (NWHW), by partnering with Delta College for their annual 50+ Health for Life Expo, to be held on May 6, 2011, at Delta College.

The 50+ Health for Life Expo delivers educational seminars on a wide range of topics, interactive activities, health screenings, demonstrations, and presents over 100 exhibits. The Health Department is requesting funding to add additional workshops to the Expo. The workshops will focus on menopause education and alternative therapies, depression, osteoporosis screening and education, an exercise workout session, and a healthy meal preparation demonstration. Participants will also learn how to interpret a food label and the Food Guide Pyramid.

FINANCE AND ECONOMICS:

Grant applicants are eligible for up to \$2,500.00 in funding to be used between January 1, 2011 and March 31, 2011. There is no financial cost to the County, as there are no requirements for matching funds.

RECOMMENDATION:

The Health Department recommends approval to seek funding from JSI on behalf of the U.S. Health & Human Services Regional Office, and upon review by Corporation Counsel, recommends approval of any required agreements and budget adjustments related to this grant application.

CC: Tom Hickner, County Executive
Barb MacGregor, Health Director
Marty Fitzhugh
Tim Quinn, Personnel
Crystal Hebert, Finance
Kim Priessnitz, Finance

BAY COUNTY BOARD OF COMMISSIONERS

12/14/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/7/10)

WHEREAS, Funding is available through Building Systems of Prevention through Health Promotion for Women and Girls from the Offices Women’s Health, U.S. Health and Human Services coordinated by John Snow, Inc. (JSI), to support projects that build systems of prevention through the promotion of health for women and girls; and

WHEREAS, The purpose of the funding is to empower women to get healthy by taking actions to improve their own health and the health of other women and girls in their community; and

WHEREAS, The Bay County Health Department’s proposed project area is to promote the National Women’s Health Week (NWHW) by partnering with Delta College for their annual 50+ Health for Life Expo to be held May 6, 2011 at Delta College; and

WHEREAS, The 50+ Health for Life Expo delivers educational seminars on a wide range of topics, interactive activities, health screenings, demonstrations, and presents over 100 exhibits; and

WHEREAS, The Health Department is requesting funding to add additional workshops to the Expo which will focus on menopause education and alternative therapies, depression, osteoporosis screening and education, an exercise workout session, and a healthy meal preparation demonstration including education on interpreting a food label and the Food Guide Pyramid; and

WHEREAS, Grant applicants are eligible for up to \$2,500 in funding to be used between January 1, 2011 and March 31, 2011 with no local match requirements; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that authorization is granted to make application for grant funding from JSI on behalf of the U. S. Health & Human Services Regional Office and the Chairman of the Board authorized to sign any required documents on behalf of Bay County, including grant award documents, following legal review/approval; Be It Finally

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

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Health Dept - Health Promotion for Women/Girls

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

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

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



Thomas L. Hickner
Bay County Executive



BAY COUNTY Health Department

Creating A Healthy Environment For The Community

Barbara MacGregor, RN, BSN
Health Director

Joel R. Strasz
Public Health Services Manager

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

To: Donald J. Tilley, Chairman
Ways and Means Committee

From: Joel R. Strasz
Public Health Services Manager

Date: December 1, 2010

RE: Permission to Sign into Agreements regarding Great Lakes Regional Initiative (GLRI) Funding with the Michigan Department Natural Resources and Environment for Rapid Testing Projects and Forecasting at Bay County Beaches

BACKGROUND: The Michigan Department of Natural Resources and Environment through the GLRI has awarded the Bay County Health Department \$115,000 in funding to purchase and implement methods to rapidly test bacteria levels and further develop a forecasting method (i.e. predictive model) at local beaches.

FINANCE AND ECONOMICS: There is no financial cost to the Health Department as all costs associated for the collection and disposal are included in the grant.

RECOMMENDATION: The Health Department recommends approval of any and all agreements and budget adjustments related to this grant.

CC: Thomas Hickner, County Executive
Mike Gray, Administrative Services
Tim Quinn, Finance
Crystal Hebert, Finance
Kim Priessnitz, Finance
Barb MacGregor, Health Director

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BAY COUNTY BOARD OF COMMISSIONERS

12/14/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/7/10)

WHEREAS, The Michigan Department of Natural Resources and Environmental through Great Lakes Regional Initiative (GLRI) has awarded the Bay County Health Department \$115,000 in funding to purchase and implement methods to rapidly test bacteria levels and further develop a forecasting method, i.e. predictive model) at local beaches; and

WHEREAS, There is no financial cost to Bay County (Health Department) as all costs associated for the collection and disposal are included in the grant; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners accepts the \$115,000 GLRI grant award and authorizes the Chairman of the Board to execute all documents related to this grant on behalf of Bay County following legal review/approval; Be It Further

RESOLVED That budget adjustments related to this grant are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Health Dept - GLRI Grant Award

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

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

**BAY COUNTY
Administrative Services**

Michael K. Gray
Assistant County Executive for
Administrative Services
graym@baycounty.net

615 Center Avenue
Bay City, Michigan 48708

Phone (989) 895-4130
Fax (989) 895-7858
TDD (989) 895-4049
<http://www.co.bay.mi.us/>



Thomas L. Hickner
County Executive

ANIMAL CONTROL
Michael Halstead, Manager
halsteadm@baycounty.net

BUILDINGS & GROUNDS
Richard Paballs, Superintendent
paballsr@baycounty.net

INFORMATION SYSTEMS
Robert Super, Director
superr@baycounty.net

PURCHASING
Frances Horgan, Purchasing Agent
horganf@baycounty.net

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

TO: Donald J. Tilley
Chairperson, Ways & Means Committee
Bay County Board of Commissioners

FROM: Frances A. Horgan *FAH*
Purchasing Agent

DATE: December 1, 2010

SUBJECT: AT&T contract renewal

REQUEST:

We request that the Board of Commissioners approve the renewal contract with AT&T Corporation, for three (3) years.

BACKGROUND:

AT&T has been our phone service, since 2007 and has provided excellent service and cost savings to the County. Other phone service providers are a "re-seller" of the AT&T service.

ECONOMICS:

AT&T's contracted price is a substantial price savings, in some cases half of non-contracted price and renewal of this contract will provide the County with the pricing and service we have experienced over the past three years. Funds are included in the budget for this service.

RECOMMENDATION:

Authorize renewal of the contract with AT&T Corporation to run for 36 months from the date of the Board Chairman's signature; and authorize the Board Chair to sign any and all necessary documents with approval as to form by Corporation Counsel.

cc: Thomas Hickner
Michael Gray
Tim Quinn
Bob Redmond
Marty Fitzhugh

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BAY COUNTY BOARD OF COMMISSIONERS

12/14/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/7/10)

WHEREAS, AT&T has been Bay County's phone service since 2007 and has provided excellent service and cost savings to the County; and

WHEREAS, AT&T's contracted price results in a substantial savings, in some cases half of non-contracted price, and renewal of the contract with AT&T will provide the County with the pricing and service Bay County has experienced over the past three (3) years; and

WHEREAS, Required funding is included in the 2011 budget for this phone service; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves renewal of the contract with AT&T Corporation for a 36 month period from the date of contract execution; Be It Further

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

RESOLVED That budget adjustments related to the AT&T contract renewal, if required, are approved.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

Purchasing - AT&T Contract Renewal

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Mallette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Begick				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

-65-

BAY COUNTY BOARD OF COMMISSIONERS

12/14/10

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (12/7/10)

WHEREAS, As the result of a decrease in property tax revenue, the uncertainty of revenue sharing money from the State of Michigan and unfunded mandates for services being required of the County by the State, it is becoming increasingly difficult to balance Bay County's budget; and

WHEREAS, The future projection of revenue income and economic improvement in Bay County and the State of Michigan is not favorable; and

WHEREAS, The Bay County Board of Commissioners leads by example; and

WHEREAS, The Bay County Board of Road Commissioners does not perform full time duties; Therefore, Be It

RESOLVED By the Bay County Board of Commissioners that any Road Commissioner taking office after December 31, 2010 will not receive any health care benefits or receive a stipend in lieu of health care benefits.

DONALD J. TILLEY, CHAIR
AND COMMITTEE

County Road Commissioner Health Care Benefits

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
Michael J. Duranczyk				Colleen M. Maillette				Brian K. Elder			
Patrick H. Beson				Ernie Krygler				Eugene F. Gwizdala			
Vaughn J. Beglck				Kim Coonan				Donald J. Tilley			

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____

RESOLUTION

NO. _____

By: WAYS AND MEANS COMMITTEE 12/7/2010

RESOLVED: By this Board of Commissioners of Bay County, Michigan, that the following Budget Adjustments are hereby approved on 12 /14 /2010 and, if required, the Chairman of the Board is hereby authorized to execute any documentation necessary for said Budget Adjustments on Behalf of Bay County.

<u>Request Number</u>	<u>Fund Involved Department Involved</u>	<u>Favorable Impact</u>	<u>Unfavorable Impact</u>	<u>No Impact</u>
2010-12-004	Golf Course Fund Public Golf Course-Club House To re-align the golf course budget. Golf cart/clubs rental was budgeted at \$122,500, but actual revenue was \$144,368.	\$12,900		
2010-12-005	Health Department Immunizations Activity To budget for increased demand for private immunizations.			X
2010-12-006	General Fund Information System Department To re-align the Information System Budget			X
2010-12-007	General Fund Sheriff Department Activity To increase Sheriff Department Road Patrol gasoline budget.		\$5,000	
2010-12-008	General Fund Pinconning Park Activity To budget for Pinconning Park adding 6 camp sites and repairs to the campgrounds. Resolution 2010-5 approved general fund as a funding source but did not approve the budget adjustment.		\$8,850	

RESOLUTION

NO. _____

2010-12-009 General Fund \$316
 Purchasing Department activity

To budget for Inquiries to stamp.com
 about different mailing procedures.

2010-12-010 Commissary Fund \$1,500
 Inmate Trust Fund \$1,500

Budget for transfer from Commissary
 fund to Inmate Trust Fund due to
 \$1,500 check written to an Inmate bonded
 out. The Check should of gone to the
 courts then the Inmate died.

2010-12-011 General Fund \$18,428
 Retirees Health/ Life Insurance

Budget for Medicare part D third
 party administors collect a fee of
 35% of the revenue. The revenue
 is already budgeted in 2010 but
 this expense is not in 2010 budget.

2010-12-012 Retirement Fund \$1,000
 Retirement activity

Budget for a scanner for retirement
 fund for efficiency & confidentiality.
 Information Systems Departement
 is in agreement with this purchase.

2010-12-013 General Fund X
 Building & Grounds

Budget for carpet extraction
 machine used by B & G and
 Courts current one parts are obsolete.
 Funding source is unbudgeted scrap
 metal.

2010-12-014 General Fund X
 Building & Grounds

Budget for a fence to be constructed
 at Ziellinski MHGH.

-68-

RESOLUTION

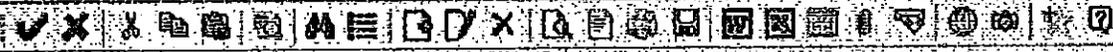
NO. _____

2010-12-015	General Fund Community Center	\$15,000	
	Budget for utility bills at Community Center.		
2010-12-016	Child Care Fund In-Home Care - Intensive Probation		X
	To re-align Child Care budget.		
2010-12-017	General Fund Geographic Information System		X
	Re-align GIS budget to fix a printer and purchase a monitor. ISD is in agreement with the purchase of a monitor for \$200.		
2010-12-018	Self-Insurance Fund - Healthcare Self-Insurance Fund - Healthcare activity	\$185,498	
	Adjust Self-Insurance Fund-Healthcare to reflect renewal information obtained from consultant along with actual enrollment numbers.		
2010-12-029	General Fund Building Authority activity	\$18,400	
	Budget for rental income and legal fees for Mental Health Group Homes.		

Donald J. Tilley, Chairman W&M
and Committee

Budget Amendment Detail Lines

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Summary

Journal
 Journal 2010/12 4 Ref: REALIG Desc: GOLF COURSE Eff Date 12/14/2010

Journal Lines

Org	Object	Description	IJD	Amount
50975602	4002	UNRESTRICTED NET ASSETS	D	12,900.00
50975602	64500	MERCHANDISE SALES	I	17,500.00
50975602	66705	RENT-GOLF CARTS/CLUBS	I	21,500.00
50975602	70500	TEMPORARY HELP	I	2,500.00
50975602	73000	MAGAZINES AND PERIODICALS	I	100.00
50975602	74200	FOOD SUPPLIES	I	3,000.00
50975602	81400	INVESTMENT/BANK SERVICE CHARGE	I	900.00
50975602	86600	LOCAL TRAVEL MILEAGE	I	200.00
50975602	95500	MISCELLANEOUS	I	1,300.00
50975602	95900	COST OF RESALE MERCHAND. SOLD	I	16,900.00
50975602	95901	TOURNAMENT EXPENSES	I	200.00
50975602	96730	MACHINERY & EQUIPMENT EXPENSE	I	800.00

Add Description

Journal Totals

Increase	12,900.00
Decrease	12,900.00

Bay County, Michigan

Additional Comments

Journal: 4 Line: 4

TO RE-ALIGN THE GOLF COURSE BUDGET. GOLF CART/ CLUBS RENTAL REVENUE WAS
BUDGETED AT \$122,500 BUT ACTUAL REVENUE WAS \$144,368.



Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal

Journal 2010/12 - 5 Ref INCREA Desc PRIVATE IM Eff Date 12/14/2010

Journal Lines

Org	Object	Description	I/D	Amount
22161106	68000	BLUE CROSS/OTHER INSURANCE	I	40,000.00
22161106	76000	MEDICAL SUPPLIES	I	40,000.00

Add Description

Journal Totals

Increase	.00
Decrease	.00

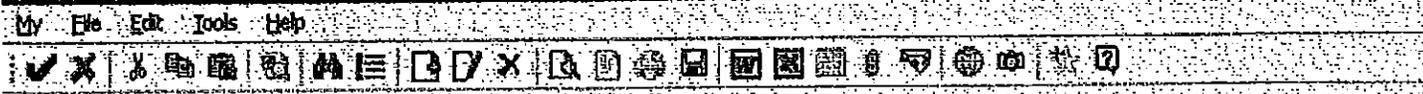
Bay County Michigan

Additional Comments

Journal: 5 Line: 1

TO BUDGET FOR INCREASED DEMAND FOR PRIVATE IMMUNIZATIONS.

Budget Amendment Detail Lines



Summary

Journal
Journal 2010/12 - 6 Ref ISD Desc RE-ALIGN Eff Date 12/14/2010

Journal Lines

Org	Object	Description	I/D	Amount
10122800	9600	EDUCATION AND TRAINING	D	2,900.00
10122800	80100	PROFESSIONAL SERVICES	I	2,900.00

Add Description

Journal Totals

Increase	2,900.00
Decrease	2,900.00

-74-

Bay County, Michigan

Additional Comments

Journal: 6 Line: 1
TO REALIGN ISD BUDGET.

Bay County, Michigan

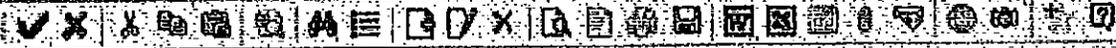
Additional Comments

Journal: 7 Line: 1

TO INCREASE SHERIFF DEPARTMENT ROAD PATROL GASOLINE BUDGET.

Budget Amendment Detail Lines

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Journal

Journal 2010/12 8 Ref PINCON Desc PARK Eff Date 12/14/2010

Summary

Journal Lines

Org	Object	Description	I/D	Amount
10110100	10001	FUND BALANCE	1	0,000.00
10176300	96711	LAND IMPROVEMENT EXPENSE	1	7,378.00
10176300	96730	MACHINERY & EQUIPMENT EXPENSE	1	1,472.00

Add Description

Journal Totals
 Increase:
 Decrease:

Bay County, Michigan

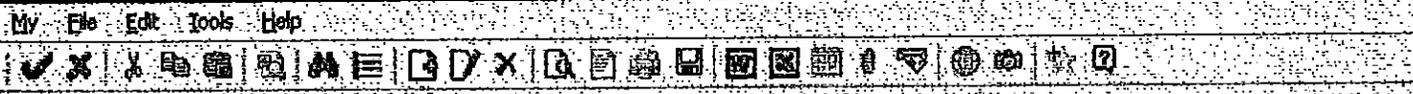
Additional Comments

Journal: 8 Line: 1

TO BUDGET FOR PINCONNING PARK ADDING 6 CAMP SITES AND REPAIRS TO THE
CAMPGROUNDS, BD RESOLUTION 2010-5 APPROVED GENERAL FUND AS FUNDING SOURCE BUT
DID NOT APPROVE THE BUDGET ADJUSTMENT.



Budget Amendment Detail Lines



Summary

Journal
Journal 2010/12 9 Ref PURCH Desc STAMPS.COM Eff Date 12/14/2010

Journal Lines

Org	Object	Description	I/D	Amount
10123300	72900	POSTAGE	I	252.00
10123300	83100	OTHER SERVICES AND CHARGES	I	51.00
10110100	40001	FUND BALANCE	I	316.00

Add Description

Journal Totals

Increase	.00
Decrease	.00

Bay County, Michigan

Additional Comments

Journal: 9 Line: 1

TO BUDGET FOR INQUIRIES TO STAMP.COM ABOUT DIFFERENT MAILING PROCEDURES.

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal
 Journal 2010/12 10: Ref COMMIS Desc TO INMATE Eff Date 12/14/2010

Journal Lines

Org	Object	Description	IJD	Amount
59535100	99200	TRANSFERS OUT TO OTHER FUNDS	I	1,500.00
59535100	40002	UNRESTRICTED NET ASSETS	I	1,500.00
76435100	69900	TRANSFERS IN FROM OTHER FUNDS	I	1,500.00
76435100	69400	CASH OVER/SHORT	D	1,500.00

Add Description

Journal Totals

Increase	1,500.00
Decrease	1,500.00

Bay County, Michigan

Additional Comments

Journal: 10 Line: 1

BUDGET FOR TRANSFER FROM COMMISSARY FUND TO INMATE TRUST FUND DUE TO \$1,500.
CHECK WRITTEN TO AN INMATE BONDED OUT. THE CHECK SHOULD OF GONE TO THE COURTS
THEN THE RELEASED INMATE DIED.

Budget Amendment Detail Lines

My File Edit Tools Help



Journal

Journal 2010/12 11 Ref PART D Desc MEDICARE Eff Date 12/14/2010

Summary

Journal Lines

Org	Object	Description	I/D	Amount
50975600	80102	MEDICARE PART D SERVICES	I	131.00
50975600	40002	UNRESTRICTED NET ASSETS	I	131.00
29266203	80102	MEDICARE PART D SERVICES	I	665.00
29266203	40001	FUND BALANCE	I	665.00
27667200	80102	MEDICARE PART D SERVICES	I	1,083.00
27667200	40001	FUND BALANCE	I	1,083.00
26132500	80102	MEDICARE PART D SERVICES	I	1,199.00
26132500	40001	FUND BALANCE	I	1,199.00
22160100	80102	MEDICARE PART D SERVICES	I	4,375.00
22160100	40001	FUND BALANCE	I	4,375.00
10107800	80102	MEDICARE PART D SERVICES	I	18,428.00
10110100	40001	FUND BALANCE	I	18,428.00

Add Description

Journal Totals

Increase .00

Decrease .00

Bay County, Michigan

Additional Comments

Journal: 11 Line: 13

THE REVENUE FOR MEDICARE PART D IS IN 2010 BUDGET BUT THE THIRD PARTY ADMINISTRATORS COLLECTS' A FEE OF 35% OF THIS REVENUE AND THIS IS NOT IN 2010 BUDGET.

Budget Amendment Detail Lines



Summary

Journal
Journal 2010/12 12 Ref RETIRE Desc SCANNER Eff Date 12/14/2010

Journal Lines

Line	Org	Object	Description	I/D	Amount
2	73127400	40004	NET ASSETS - RESERVES	I	1,000.00
1	73127400	40750	MACHINERY & EQUIPMENT EXPENSE	I	1,000.00

Add Description

Journal Totals

Increase	.00
Decrease	.00

Bay County, Michigan

Additional Comments

Journal: 12 Line: 3

TO BUDGET FOR A SCANNER FOR THE RETIREMENT FUND FOR EFFICIENCY AND
CONFIDENTIALITY. INFORMATION SYSTEMS IS IN AGREEMENT WITH THIS PURCHASE.

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal
 Journal 2010/12 13 Ref CARPET Desc EXTRACTION Eff Date 12/14/2010

Journal Lines

Org	Object	Description	I/D	Amount
10126500	66730	MACHINERY & EQUIPMENT EXPENSE	I	1,115.00
10126500	67104	MISCELLANEOUS REVENUES	I	1,115.00

Add Description

Journal Totals

Increase	.00
Decrease	.00

Bay County, Michigan

Additional Comments

Journal: 13 Line: 1

BUDGET FOR CARPET EXTRACTION MACHINE USED BY B & G AND COURTS FACILITIES CURRENT
ONE PARTS ARE OBSOLETE. FUNDING SOURCE IS UNBUDGETED SCRAP METAL.

Budget Amendment Detail Lines

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Journal
Journal 2010/12 14 Ref FENCE Desc MHGH Eff Date 12/14/2010

Summary

Journal Lines

Org	Object	Description	I/D	Amount
10127922	93300	BLDG. REPAIR AND MAINTENANCE	D	675.00
10127909	93300	BLDG. REPAIR AND MAINTENANCE	I	1,675.00
10127903	93300	BLDG. REPAIR AND MAINTENANCE	D	1,000.00

Add Description

Journal Totals

Increase	1,675.00
Decrease	1,675.00

Bay County, Michigan

Additional Comments

Journal: 14 Line: 1

BUDGET FOR FENCE TO BE CONSTRUCTED AT ZIELINSKI MHGH.

Budget Amendment Detail Lines



Summary

Journal
Journal 2010/12 15 Ref UTILIT Desc COMMUNITY Eff Date 12/14/2010

Journal Lines

Org	Object	Description	J/D	Amount
10175800	92000	PUBLIC UTILITIES	D	3,000.00
10175700	92000	PUBLIC UTILITIES	I	15,000.00
10175700	92000	PUBLIC UTILITIES	I	3,000.00
10110100	40001	FUND BALANCE	I	15,000.00

Add Description

Journal Totals

Increase	3,000.00
Decrease	3,000.00

Bay County, Michigan

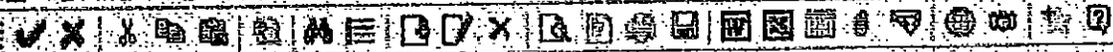
Additional Comments

Journal: 15 Line: 1

BUDET FOR UTILITY BILLS AT COMMUNITY CENTER.

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal
Journal 2010/12 16 Ref CHILD Desc CARE BUDGE Eff Date 12/14/2010

Journal Lines

Org	Object	Description	I/D	Amount
29266400	79900	OTHER SUPPLIES	I	3,000.00
29266400	80201	CONTRACTUAL SERVICES	D	3,000.00

Add Description

Journal Totals

Increase	3,000.00
Decrease	3,000.00

Bay County, Michigan

Additional Comments

Journal: 16 Line: 1

TO RE-ALIGN CHILD CARE BUDGET.

Budget Amendment Detail Lines

My File Edit Tools Help



Summary

Journal

Journal 2010/12 17 Ref G15 Desc PRINTER Eff Date 12/14/2010

Journal Lines

Org	Object	Description	I/D	Amount
10122800	72702	BOOK SUPPLIES	D	100.00
10122800	72700	OFFICE SUPPLIES	D	100.00
10122800	96741	COMPUTER HARDWARE EXPENSE	I	200.00
10122800	72800	PRINTING AND BINDING	D	200.00
10122800	75100	COMPUTER SUPPLIES	D	400.00
10122800	83700	HARD/SOFTWARE REPAIR & MAINT	I	600.00

Add Description

Journal Totals

Increase	800.00
Decrease	800.00

Bay County, Michigan

Additional Comments

Journal: 17 Line: 4

RE-ALIGN GIS BUDGET TO FIX A PRINTER AND PRUCHASE A MONITOR. ISD IS IN AGREEMENT WITH THIS PURCHASE OF A MONITOR FOR \$200.



Budget Amendment Detail Lines

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Summary

Journal

Journal 2010/12 18 Ref SELF Desc INSURANCE Eff Date 12/14/2010

Journal Lines

Org	Object	Description	I/D	Amount
67718720	40004	NET ASSETS - RESERVES	I	185,498.00
67718720	96501	STOP LOSS PREMIUM	D	341,965.00
67718720	82200	ADMINISTRATIVE SERVICES	I	2,798.00
67718720	81700	LEGAL FEES	I	30,000.00
67718720	71682	ACTUAL VISION CLAIMS	D	3,953.00
67718720	71662	ACTUAL DENTAL CLAIMS	D	18,990.00
67718720	71642	ACTUAL RX CLAIMS	I	82,429.00
67718720	71622	ACTUAL MEDICAL CLAIMS	I	559,401.00
67718720	71601	RETIREES HEALTH INS-GENERAL GP	D	8,352.00
67718720	60003	CHARGES FOR SERVICES-COBRA	I	35,160.00
67718720	60002	CHARGES FOR SERVICES-RETIREES	D	5,344.00
67718720	60001	CHARGES FOR SERVICES-EMPLOYEES	I	30,398.00
67718720	60000	CHARGES FOR SERVICES	I	60,926.00

Add Description

Journal Totals

Increase 364,916.00

Decrease 364,916.00

Bay County, Michigan

Additional Comments

Journal: 18 Line: 1

ADJUST SELF-INSURANCE FUND-HEALTHCARE TO REFLECT RENEWAL INFORMATION OBTAINED FROM CONSULTANT ALONG WITH ACTUAL ENROLLMENT NUMBERS.



Budget Amendment Detail Lines

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Summary

Journal
Journal 2010/12 29 Ref MHGH Desc LEGAL Eff Date 12/14/2010

Journal Lines

Org	Object	Description	I/D	Amount
10127900	81700	LEGAL FEES	I	4,000.00
10127900	66700	RENTS AND LEASES	I	22,400.00
10110100	40001	FUND BALANCE	D	18,400.00

Add Description

Journal Totals

Increase	18,400.00
Decrease	18,400.00

Bay County, Michigan

Additional Comments

Journal: 29 Line: 1
BUDGET FOR RENTAL INCOME AND LEGAL FEES FOR MHGH.



Analysis of General Fund Unreserved/Undesignated Fund Balance 2010

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

BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH NOVEMBER 2010

To budget for rollover of 2009 PO's @12/31/09*	10-02-0661	(\$575,501)	575,501
Rollover remaining Fds recreation act frm orig \$1000 BC/BS MI Walks prog	10-03-0002	(\$664)	664
Budget 10131500 for purchase Patrol Veh due to accident net Ins proceeds	10-03-0020	(\$14,675)	14,675
Budget for polycam system & cart at Juvenile Home for Probate Court	10-03-0008	(225)	225
Budget for polycam system & cart at Juvenile Home for Probate Court	10-03-0008	(5,115)	5,115
Correct 10120200 payroll revenue s/b \$75 keyed In as \$7500 under 63700	10-04-0006	(7,425)	7,425
Roll over unused funds budgeted in 2009 for exterior cleaning of Bldg.	10-04-0003	(6,000)	6,000
Roll over remaining Bangor DDA expenditure dollars for Civic Arena.	10-04-0005	(63,456)	63,456
Roll over 2008 P.O.'s per request of Purchasing Agent for the yr 2010	10-05-0642	(20,529)	20,529
2010 Budget Target Reduction - Chlld care	10-05-0021	(7,324)	7,324
To correct 2010 budget G.F. 96999 acct s/b \$2,346 less	10-05-0022	2,346	(2,346)
Adj 2010 target budget reduction for grant activities should not be reduced	10-05-0035	(1,211)	1,211
Adj 2010 target budget reduction for grant activities should not be reduced	10-05-0036	(4,969)	4,969
Electronic ticket system Improve efficiency and officer safety-Road Patrol	10-05-0039	(115,000)	115,000
Budget Juvenile Home "Why Try" training program run by MSU employees	10-06-0002	(439)	439
Budget for Health Dept Clinic Software from Mitchell McCormick	10-06-0328	(193,920)	193,920
Correct budget target reduction the reduction recorded under G..F. s/b Othe	10-08-0004	(99)	99
2010 budget allocation not adequate for election expense	10-08-0005	(45,000)	45,000
Correct 2010 original budget for secondary road patrol grant	10-08-0008	(12,652)	12,652
Correct 2010 original budget for youth alcohol grant	10-08-0009	(5,815)	5,815
Budget LED - ARRA grant 10% match for General Fund	10-08-0514	(15,000)	15,000
Correct 2010 original budget for secondary Williams road patrol grant	10-08-0008	12,020	(12,020)
Correct 2010 original budget for drive safely grant	10-08-0009	21,915	(21,915)
To cover the cost of transportation for autopsies. Board Res # 2010-202	10-09-0325	(4,000)	4,000
Increase ISD budget for internet fees from Charter for county wide access	10-09-0653	(4,800)	4,800
Increase Juvenile Home for 50% of costs related to phone system.	10-09-0654	(4,522)	4,522
For Sheriff Dept purchase a restraint chair,50% funding from MMRMA	10-09-0001	(762)	762
Reduce current property taxes, personal property, Industrial facility taxes	10-09-0003	(822,516)	822,516
Budget for Bangor DDA one time lump sum distribution prorated	10-09-0004	93,570	(93,570)
Budget for one time residual cash from Mental Health Group Homes (deb)	10-09-0005	717,227	(717,227)
Budget for Dependent Verification Audit for payroll	10-09-0006	(8,000)	8,000
Budget for purchase of two laptop Computers for Juvenile Home	10-09-0005	(3,315)	3,315
Budget for mediation settlement agreement regarding EEOC charge	10-09-0005	(15,631)	15,631
Election budget returning extra money saved on 2010 election to G. Fund	10-11-003	15,000	(15,000)
Budget for water damage on 4-4-10 reimbursement check from MMRA	10-11-038	16,019	(16,019)
Budget for additional 2% retirement employer contribution for 2010	10-11-059	(196,751)	196,751
Increased concealed weapons permits (revenue) for the Clerks budget	10-11-059	8,000	(8,000)
New truck box to be put on a new donated truck for Animal Control truck	10-11-082	(3,749)	3,749
Purchase an Identphoto system for the process of concealed weapons	10-11-083	(8,000)	8,000

Budget for an actuarial studies to be done	10-11-495	(10,000)	10,000
Budget for software for Sheriff Department Road Patrol daily logs	10-11-498	(17,000)	17,000
		0	0
November 30, 2010		<u>(1,307,968)</u>	<u>1,307,968</u>
Unreserved, Undesignated Fund Balance or (Deficit) 11/30/2010		\$2,673,988	\$1,307,968

THOMAS L. HICKNER
Bay County Executive

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TO: Donald Tilley, Chairperson
Ways & Means Committee

FROM: Crystal Hebert, *CH*
Assistant Finance Officer

RE: Executive Directive #2007-11

DATE: November 30, 2010

REQUEST:

Please place this memo on the December 7, 2010 agenda for your committee's information.

BACKGROUND:

On November 15, 2010, 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 2009 and/or 2010 appear to have no changes.

RECOMMENDATION:

To receive.

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

11/10/2010 12:55
JULCPF

RAY COUNTY, MI
A/P CASH DISBURSEMENTS JOURNAL

PG 1
apcsbdb

CASH ACCOUNT: 1010 00100 CASH - CHECKING
CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE

328269 11/10/2010 PRD 22393 MICHIGAN DEPARTMENT 33152 SET PMT 11/15/10
11/10/2010 CHECK H111010
328269 TOTAL: 211,337.04

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 211,337.04

TOTAL PRINTED CHECKS 1 211,337.04