

MARCH SESSION  
MIDLAND COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE COMMITTEE OF THE WHOLE  
MARCH 8, 2016

APPROVED

Board called to order by Chairman Jim Geisler at 9:00 a.m.

ROLL CALL

MEMBERS PRESENT: KLOHA, BONE, LEIGEB, KEENAN, GEISLER, DORRIEN, NOESEN,  
BRIDGETTE GRANSDEN, ADMINISTRATOR/CONTROLLER; L. WILLIAM  
SMITH, CIVIL COUNSEL; NANCY KROUSE, ADMINISTRATIVE ASSISTANT;  
DENISE ADCOCK, COUNTY CLERK'S OFFICE.

MEMBERS ABSENT: NONE.

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ADMINISTRATOR/CONTROLLER STAFF REPORT - BRIDGETTE GRANSDEN  
BRIDGETTE GAVE HER REPORT.

## **Goals:**

- 1) **Maintain the County's financial stability**
- 2) **Continue to improve internal and external communications**
- 3) **Promote efficiency in the delivery of services**
- 4) **Effectively manages county projects**

### **County Services Building- Kevin Beeson**

- 1) Nothing to report.

### **Courthouse (4) - Kevin Beeson**

- 1) Working with Archiverde, Purchasing, and Legal Counsel on contract terms which were approved by the BOC Tuesday.
- 2) Meeting bi-weekly to review concepts, discuss impediments, and offer solutions on the combined front/rear entry concept.

### **Jail Update (4) - Kevin Beeson**

- 1) As of Monday, March 7<sup>th</sup> we are currently responsible for 208 inmates. Local Midland County inmate count is 127, while 73 are from the Federal Marshals and 8 from Genesee County.
- 2) Diagnosed and partnered with Midstate to repair door access PLC (programmable logic controller). Used one from stock, ordered two replacements.
- 3) Extra plowing due to snow from both big snowfalls.
- 4) Replaced kitchen exit door. Welds failed beyond repair.

### **Juvenile Care Center (4) - Kevin Beeson**

- 1) Replaced a heating valve and actuator in Mark Butchers office. For the first time since the building opened his office is warm. We realized the original valve was plumbed in backwards! Sometimes getting a fix requires a little luck too.

### **Pinecrest Update (4) - Joe Blewett**

- 1) As of Monday, March 7<sup>th</sup> the current census at Pinecrest is 57.
- 2) License officially renewed through February 2018.
- 3) Activities: Two Loons games planned this summer, Two Dow Gardens trips planned, live music, massage, etc.
- 4) Exercise equipment from grant starting to arrive.
- 5) Facilities:
  - Added recirculation line to women's domestic hot water. Programmed and tested pumping system. Continuous hot water now.
  - Replaced a broken window, ordered more window parts for stock.

**Community Corrections- Marisa Boulton**

- 1) Successfully submitted information into COMPAS case manager for Community Corrections programs including In-Jail Cognitive Groups, Education, Tri-Cap programs and Network Therapy. (1, 2, 3, 4)
- 2) Attended Drug Court meeting and courtroom sessions. There are currently 23 active participants with four referrals pending. (1, 2, 3, 4)
- 3) Coordinated in-patient substance abuse treatment for 36 individuals since October, 2015. (1, 2, 3)
- 4) Community Service referrals have remained steady with new referrals being made weekly. (2, 3, 4)
- 5) Tri-Cap numbers have remained steady. Since October 2015, 14 participants have successfully completed the Tri-Cap program saving 1411 jail bed days.(1, 2, 3, 4)
- 6) The HOPE program is up to 14 participants. Eight are attending groups at J&A Counseling. Six are attending in-patient treatment before they start group programming. Marisa met with Judge Carras and Probation Agent Mangapora to discuss ways to streamline the program and identify potential participants as soon as possible. (1, 2, 3, 4)
- 7) Attended the "Tall Cop" Presentation on Huffing, Dabbing, Doping and Stashing, Clothes and Concentrates. It was very informative, educational, realistic and scary. It is not easy to be a young person growing up today. The drug culture is everywhere and this training showed us how it could be right under our noses and we would not notice.

**Emergency Management- Jenifler Boyer**

- 1) Chaired the Region 3 Homeland Security Planning Board Meeting. (1, 2, 3)
- 2) Met with Joy Buchanan regarding the City of Midland's "Safe Communities" project. (2)
- 3) Met with Backup EM Dave Thompson. (2, 3, 4)
- 4) Participated in Statewide State Police – Emergency Managers webinar. (1, 2, 3)
- 5) Conducted a small EOC activation drill. (1, 2, 3, 4)
- 6) Attended two-day FEMA – "Planning for Large Events" training. (2, 3)
- 7) Met with Cabot Industries. (2, 3)
- 8) Met with City of Midland regarding Flood Plan. (1, 2, 3, 4)
- 9) Reviewing of disaster exercise program and assessing future needs. (1, 2, 3, 4)
- 10) Reviewed local chemical facility reports and plans. (1, 2, 3, 4)
- 11) Attended training with the MCV at Hemlock Semi Conductor. (2, 3, 4)
- 12) Attended "Pipeline Safety" training. (2, 3)

**Equalization- Mary Cornell**

- 1) We are continuing to work on data and materials to support the 2016 valuation changes and the pre-March board of review activity. Information is reviewed and exchanged between the equalization staff and local assessors to ensure that the values are properly determined and all property taxable or exempt is properly classified and valued.
- 2) Also currently underway is the required review of a sample of personal property statements.
- 3) Assessment change notice mailings went out without any major issues. The number of contacts made for corrections have been few.

- 4) 2016 updated tax maps (based on splits & combination of property) are currently being printed for the townships map books. New parcels will be/are pushed out to the GIS mapping.

#### **Finance/Budget/Administration Update- Tori Meyer**

- 1) General Fund Expenditures for the month of January were \$5.9 million. Of this \$5.9 million, \$2.6 consisted of monies being transferred to the pension and retiree healthcare plans. This is some of the employer's annual contribution for 2016. (1, 2)
- 2) Continued involvement with union negotiations. (1)
- 3) We are still busy with closing the books for 2015.
- 4) Craig successfully filed all the year-end information with the I.R.S. for W-2's and 1099's.
- 5) We have been experiencing technical difficulties with the financial software and it seems to be occurring more frequently. We may need to look at purchasing an ERP system sooner rather than later. Ballpark cost will be about \$500k (very rough estimate) and we have \$200k set aside in sinking dollars. (1, 2, 3)
- 6) Auditors will start their fieldwork on April 11<sup>th</sup> and will be here for 3 weeks. (1, 3, 4)

#### **GIS- Chris Cantrell**

- 1) Chris has reviewed the progress with our Env. Health/GIS app that Amalgam is developing. At this point all of the state level data layers from Environmental Mapper and Geowebface have been added, as well as some other useful data layers (WellLogic, NWI, etc.). The symbols and colors of these layers are being evaluated now. The next step with this is to continue to refine the tools and modify the report function to meet the needs of environmental health personnel. Testing will begin next month between all the Health and GIS staff involved in this project. (2, 3, 4)
- 2) We have decided not to accept the USGS Lidar grant funding. After staff at NCRS made changes to the process we felt it was not in the best interest of Midland County to continue. It is a Federal goal to map the entire country, so we are confident that there will be another chance in the near future to acquire this information. (4)
- 3) The database replication issue with Central Dispatch has been resolved. (3)

#### **Health Department- Mike Krecek**

- 1) Diseases – Staff continue to monitor local, statewide, national and international diseases of concern.
  - Confirmed cases of influenza and norovirus have spiked recently with some cases of Type A influenza and an outbreak of norovirus at an assisted living facility. (3)
  - The Zika virus is spreading rapidly in Central and South America. Pregnant women are at greatest risk as the virus can affect fetuses (learning disorders/microcephaly). Information is changing rapidly. Mosquitoes are thought to be the primary vector in transmission but males can transmit the disease through sexual contact. (3)

- 2) Vaccinations -
- Our waiver education program for unvaccinated students has shown a 52% reduction in waivers during a one year period (according to State Immunization results). (3, 4)
  - Flu vaccine is still available by appointment. (3, 4)
- 3) Administration – Health leadership is working on priorities and goals for 2016 and beyond. Initial priorities include: 1) Completion of a childhood obesity study; 2) Revision of our Health Department Service Brochure; 3) Review of departmental policies; 4) Review of HIPAA policies; 5) Developing a social media presence and 6) Enhancing customer satisfaction. (1-4)
- 4) Community Education/Involvement –
- Helping Hands Dental Clinic Board meeting on February 11<sup>th</sup>. (3, 4)
  - The Director was interviewed recently by Channel 25 News in Flint regarding Department involvement in meth lab investigation/remediation. (4)
  - The Director attended the Saginaw-Midland Water Advisory meeting on February 12<sup>th</sup> as a guest of the City of Midland learning more about our municipal water system. Flint water was also discussed. (3, 4)
  - Staff is participating in the Midland County Community Health Improvement Plan (CHIP) priorities. Initial priorities are: Obesity, Senior Quality of Life Issues and Substance Use/Abuse. (2, 3)
  - The Department is part of the Vulnerable Adult Network, a multi-agency group focusing on seniors and special needs individuals. The group is being led by the Prosecuting Attorney. (2)
  - The Department is participating in the Midland Safe Communities accreditation project. (2, 3)
  - Activity continues to support the Midland County Exploring Our Future Strategic Plan/Community Success Panel with intent to enhance and improve quality of life in Midland County. The Health Officer serves on two of the committees.(4)
  - March 23<sup>rd</sup> is Public Health “Day at the Capitol” this year. The Michigan Legislature will be sought out to support local public health. (1)
  - April 4<sup>th</sup>-10<sup>th</sup> is Public Health Week and the Department will be participating with a display in the Atrium. (2, 3)
  - We continue to work on a cross-jurisdictional sharing opportunity between the Bay, Saginaw, Mid-Michigan (Gratiot) and Midland County Health Departments.  
We are using grant funds for a GIS project in Environmental Health (EH) that was approved by the Board. (3, 4)
- 5) Quality Improvement (QI) - Staff continue working on quality improvement components, seeking to continually improve customer service. We are receiving some in-kind consulting services from the Michigan Public Health Institute (MPHI).  
Projects include: Vehicle fleet usage, GIS opportunities, automating certain forms, improving vaccine rates for seniors and reducing vaccine waivers for children. (3, 4)

- 6) Environmental Health (EH) –
  - City of Flint water issues continue to be a major issue. The Governor, the Michigan Department of Environmental Quality, the Michigan Department of Health and Human Services and the Michigan Department of Agriculture and Rural Development are all involved. (2)
  - We are in the process of reviewing and updating the Environmental Health Code, last revised in 2008. Once the draft EH Code is completed it will be taken to the BOC for consideration. (2, 4)

#### **Human Resources- Suzanne Ault**

- 1) Vacant positions include:
  - On-call Universal Workers at Pinecrest
  - Part-time Janitorial Worker with Facilities.
  - Seasonal hiring has begun for Mosquito Control and Parks and Recreation workers. (3)
- 2) Orientation sessions for employees participating in the wage and job study with Municipal Consulting Services will be held March 21<sup>st</sup> and 22<sup>nd</sup>. There are two orientations scheduled on March 21<sup>st</sup>, one from 9-11 a.m. and one from 3-5 p.m. in the Board of Commissioners Board room and on March 22<sup>nd</sup> a session from 3-5 p.m., also in the BOC Board Room.
- 3) On-going labor negotiations with six open CBA's all groups are now in Mediation.

#### **Information Technology- Brian Nichols**

- 1) Continued to implement to new Information Security Standards and Procedures including the new 2016 Information Security Training Video that all employees and elected officials must view and sign that they have. (1, 2, 3, 4).
- 2) Continued to work on the project of migrating Parks and Rec from wireless connection to fiber connection on MCoNet. (1, 2, 3, 4).
- 3) Continued to replace PCs in the normal cyclical rotation. Replaced all the PCs at the Jail and completed 50% of the FOC implementation/replacement. (2, 3, 4).
- 4) Continued to work on HIPAA and CJIS (Criminal Justice Information Systems) compliance punch list items including the IDS implementation on 2/26/16. (2, 3, 4).

#### **Mosquito Control- Carl Doud**

- 1) MCMC will attend the Technical Advisory Committee meeting on March 9<sup>th</sup>. This was rescheduled from March 2<sup>nd</sup> due to inclement weather. (2, 3, 4)
- 2) MCMC's two Foremen returned from seasonal layoff on February 22<sup>nd</sup>. (3, 4)
- 3) We are taking applications for seasonal technicians. Eleven former employees are expected to return this season, which leaves ten new positions to fill. (2, 3)
- 4) Two MCMC employees attended the American Mosquito Control Association annual meeting in Savannah, GA, February 7<sup>th</sup>-11<sup>th</sup>. (2, 3)

**MSU Extension- Diane Smith***Health and Nutrition Programming:*

- 1) **Eat Healthy Be Active** – Class in March to be held at the First United Methodist Church
- 2) **Cooking Matters Classes** – Finishing class at the Greater Midland Community Center and ROCK Center for Youth Development. Classes coming up in March will be at the Midland County ESA, Sanford Elem ECC, MSUE (Monday 5:30-7:30 starting March 7<sup>th</sup>) and Community Mental Health (Wednesdays 2-4 starting March 23<sup>rd</sup>). End of March and April classes will be held at Messiah Kid's Creek and North Midland Family Center
- 3) **4 STEPS to a Healthy Teen** - Class starting in March at Meridian-Early College High School.
- 4) **Blanching and Freezing Summer Class Planned** – Partnership with WIC staff to offer a Blanching and Freezing demo with each Project FRESH class potential with a potential to reach 250+ participants.
- 5) **ServSafe Class Upcoming** - 8 Hour ServSafe Midland County

***4-H News***

- 1) Enrollment is over 700 at the end of February
- 2) March 12<sup>th</sup> - Camp Kickoff at Midland Center for the Arts

***Agriculture and Agribusiness***

- 1) **Beginning Farmer Webinar** - This webinar series will prepare farmers to build a new agricultural business or add an enterprise supported by the latest research-based information from MSU experts.  
[http://msue.anr.msu.edu/events/beginning\\_farmer\\_webinar\\_series\\_2016\\_4](http://msue.anr.msu.edu/events/beginning_farmer_webinar_series_2016_4)

**Parks and Recreation- John Schmude**

- 1) The bid opening for the boiler replacement at the Sanford Lake shop/office on February 17<sup>th</sup> resulted in three bids being submitted as follows:
  - J & D Plumbing & Heating-\$17,489.00 (single boiler solution); \$22,849.00 (multi-boiler solution); \$712 (other costs)
  - Zinser Plumbing & Heating-\$29,800.00 (single boiler solution); \$39,620.00 (multi-boiler solution); \$0 (other costs)
  - International Mechanics-\$39,053.00 (single boiler solution); \$41,053.00 (multi-boiler solution); \$49,698.53/\$51,698.53 (single boiler solution/multi-boiler solution w/other costs) (1, 4)
- 2) 16 individuals recently donated to the Rail Trail Maintenance Endowment Fund at the Midland Area Community Foundation. (1)
- 3) Rangers Martha Taylor and Mike Kilbreath are attending the Aquatic Facilities Operator Course & Exam on March 10<sup>th</sup>-11<sup>th</sup> (3, 4)
- 4) The Point of Sale software used at Sanford Lake Park is being revised to allow the gatekeepers to log in where park patrons are from (township/village/city in Midland County, Bay County, Saginaw County, or other) (2, 3)

- 5) Aside from ongoing parks maintenance, parks staff plowed snow and removed downed trees/branches; the 3130 loader and bucket repair is complete; staff is looking into installing electric brakes on the downtown trailer to improve handling and safety; Pine Haven trails have been compacted 3-4 times this winter but warmer than usual temperatures have resulted in the periodic closing of the parking lot; staff has received iKrut recruiting software training for seasonal applications and the first set of interviews will occur March 18<sup>th</sup>; staff has arranged to participate in tree felling training and safety with the City of Midland Parks and Forestry Department; staff has met with the Road Commission who has kindly offered the services of their sign shop which should save us money down the road as we will be able to recycle our old sign blanks instead of scraping them; staff has met with the Road Commission about some safety and operational training to assist full time and 2/3's time staff on training/skills necessary to operate our existing equipment; in addition, staff is in the process of revising the Staff Manual and writing an Operations Manual. (1, 2, 3, 4)

#### **Public Guardian Services- Steve Wixson**

- 1) Made several 90 day client visits in and out of county. (1, 3, 4)
- 2) Filled out DHS annual redetermination paperwork (1, 3, 4)
- 3) Went over client budgets and adjusted county fees as necessary (1, 3)
- 4) Attended various doctor appointments with clients (3, 4)

#### **Survey and Remonumentation**

- 1) 2015 grant completion report has been submitted. (4)

#### **Veteran's Services- Ross Ahlich**

- 1) Continue work on core services. (2, 3)
  - Survivor Benefit Plans for widows
- 2) Coordinating on the Memorial Parade with American Legion POC's (2, 3)
- 3) Continue improvement on Vet website (2, 3)
- 4) Continuing transition from manual forms to fillable forms. (2, 3)
- 5) Placing a paver order for the Midland County Veterans Memorial (2, 3)
- 6) Continue preparation for the Michigan Association of County Counselors Conference for the yearly recertification-CEU's-training being held this year in Mt. Pleasant. (2)

#### **Information Only**

*Meetings Attended:*

*February 16<sup>th</sup>*

*Chamber Annual Meeting*

*Midland Tomorrow PACE presentation*

*February 17<sup>th</sup>*

*911 Board meeting*

*February 23<sup>rd</sup>*

*Chamber Board meeting*

*CAP (Community Advisory Panel) mtg with Rich Wells*

*March 3<sup>rd</sup>*

*MTOA Quarterly meeting (Mt. Haley Twp Hall)*

*Will be out of town March 26<sup>th</sup> – April 2<sup>nd</sup>*

CIVIL COUNSEL REPORT - L. WILLIAM SMITH

BILL GAVE HIS REPORT

BOARD OF COMMISSIONERS:

- Attend Meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting
- MSU School of Social Work (Field Education Affiliation Agreement)
- Courthouse and Archiverde LLC (AIA Document B133-2014)
- FOIA request from Debra Waskevich (e-mail communication between various County Officials)

HUMAN SERVICES:

- FOIA request from Open the Books (list of employees that were active in 2013 and 2014)
- Aerial Insecticide Spraying Agreement (Hamilton Helicopters Inc.)

PARKS AND RECREATION:

- Edenville Park property encroachments - Verity Shores
- Even Application (Hold harmless waiver)
- D Street Music Foundation - Parkapalooza (Hold harmless waiver)
- SANFORD LAKE PARK
  - Waivers and insurance for tournaments and activities
- RAIL TRAIL
  - Pine Haven (Cross Country Ski waivers)

PROSECUTOR:

- Various FOI requests

SHERIFF:

- Various FOI requests
- SUBPOENAS
  - Andrew Concannon (Brandon McMullen)
  - Arizona State Board of Nursing (Tabitha Pauwels)
- ANIMAL CONTROL
  - Humane Society shelter building
- JAIL FACILITY
  - Jail - MMRMA handling (US District Court Civil Action-Selley)

TREASURER:

- TIFF agreement (City of Midland for the Saginaw Road Improvement Corridor districts (SCI), and the two new Brownfield Districts, Stadium District or East End, and the Downtown Brownfield District)
- FOIA request - Brad Austion (Unclaimed recoveries)

TRIAL COURT:

- Dean Smith, Debtor - Bankruptcy Matter Appellee (Future Court Dates)

COMMISSIONERS UPDATE ON BOARDS AND COMMISSIONERS  
COMMISSIONER COMMENTS

DORRIEN - EXCUSED BEFORE COMMISSIONER COMMENTS.

NOESEN - EXCUSED BEFORE COMMISSIONER COMMENTS.

KLOHA - NOT PRESENT DURING COMMISSIONER COMMENTS.

BONE - NO COMMENT.

LEIGEB - NO COMMENT.

KEENAN - NO COMMENT.

GEISLER - NO COMMENT.



Motion by Commissioner Bone to adjourn.  
Motion carried.

MEETING IS ADJOURNED UNTIL TUESDAY, MARCH 15, 2016 AT 9:00 A.M., TO MEET IN A  
REGULAR SESSION OF THE BOARD OF COMMISSIONERS AND FOR THE COMMITTEES TO RESUME  
THEIR DUTIES.

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Mark C. Bone, Chairman, Midland County  
Board of Commissioners

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Ann Manary, Midland County Clerk and  
Clerk of the Board of Commissioners