

OCTOBER SESSION
MIDLAND COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE OF THE WHOLE
OCTOBER 11, 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;
ANN MANARY, COUNTY CLERK.

MEMBERS ABSENT: NONE.

ADMINISTRATOR/CONTROLLER STAFF 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) **Brandle Roofing has Duro-Last material ordered for roof replacement.**
- 2) **Treasurer's office remodel is underway. Staff has been moved to IT training room and the Register of Deeds. Thanks to Julie Atkinson and her staff for sharing their front counter!**
- 3) **Demolition in the Treasurer's office is complete. The new layout is just beginning to take shape. Like any remodel, not everything is exactly what we expected to find, but nothing will stop us from creating a great setup when it's all done!**

Courthouse (4)- Kevin Beeson

- 1) **Reviewing language for Spence Brothers contract with L.W. Smith. Covering all aspects from scope to insurance to assigned personnel.**
- 2) **Met with MacMillan & Associates for a preliminary engineering review.**
- 3) **Met with SmithGroupJJR on downtown streetscape and how it interacts with the new Main Street Entrance. We included Ross Ahlich to cover the Veteran's Memorial impact as well.**
- 4) **Toured the courthouse twice with Consumers Energy reps. Kevin is trying to gauge their interest in funding energy upgrades for Historic buildings.**
- 5) **Walked through with an environmental investigator to help him prepare a quote for preliminary assessment of asbestos and other health hazards we will need to work with during the remodel.**
- 6) **Provided in-depth review of new security station layout with Sheriff Stephenson and Judge Carras. Our proposed plan was accepted as presented.**

Jail Update (4)- Kevin Beeson

- 1) As of Monday, October 10th we are currently responsible for 191 inmates. Local Midland County inmate count is 96, while 83 are from the Federal Marshals and 12 from Genesee County.
- 2) MMRMA continues to support us in the generator failure claim at the jail. Their adjusters, inspectors, and attorneys have been in regular contact as we work through the repair and subrogation process. As of now, we have 95% restoration. Still working through occasional sensors, ballasts, or bulbs. We ordered a complete electrical back end for the generator. It's a 4 to 6 week build. MMRMA continues to cover the monthly rental on the portable unit that's there now.

Juvenile Care Center (4)- Kevin Beeson

- 1) Longtime janitor Jerry McRoberts resigned recently to take a full time job in the western U.S. We are shuffling staff to find the right person for the center at this time. We wish Jerry the best after being with us for the past 18 years!

Pinecrest Update (4)- Joe Blewett

- 1) As of Monday, October 10th the current census at Pinecrest is 60; full capacity. 4 admits, 1 discharged last 30 days.
- 2) Resident appreciation week well received. Carriage rides went very well.
- 3) Exhibiting at Senior Expo on October 12th.
- 4) Exploring opportunity to host Occupational/Physical Therapists from SVSU.
- 5) Wade & Paul cleaned 100% of the carpet this month, with lots of help coming from Pinecrest workers shuffling residents and their belongings around as we progressed through the building.
- 6) Joe participated in Our Community Listens training. (2)

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 24 active participants. To date there have been 30 graduates since the start of this program. (1, 2, 3, 4)
- 3) Coordinated in-patient and out-patient substance abuse treatment for 65 individuals since October, 2015. (1, 2, 3)
- 4) Community Service referrals totaled 153 for the fiscal year. 94 completed successfully by volunteering hours, paying their fines or a combination of both. (2, 3, 4)
- 5) Tri-Cap numbers were the highest they have ever been. Since October 1st, 2015, 31 participants have successfully completed the Tri-Cap program saving 3,327 jail bed days (valued at nearly \$250k). (1, 2, 3, 4)
- 6) The MiHOPE program currently has 27 participants. Marisa continues to meet with Judge Carras and Probation Agent Magnapora bi-weekly to discuss ways to streamline the program and identify potential participants as soon as possible. (1, 2, 3, 4)
- 7) Working on the end of the year report for the State Grant due October 31st. (1, 2, 3, 4)

- 8) **Attended the Annual Conference on Substance Abuse and Co-Occurring Disorders in Detroit. (1, 2, 3, 4)**
- 9) **Attended the Heroin Summit, September 15th from 7-9 at the Library. It was a great turnout with local news reporters present. Great conversation and presentations creating awareness in Midland and surrounding counties. (1,2, 3)**

Emergency Management- Jeniffer Boyer

- 1) **Continued to work with the City of Midland on the 30th Anniversary of the 1986 Flood. Presented to City Council first of month and received approval to paint the “water mark” on local streets and roads around the City. Have posted a dozen or so social media posts on Facebook in partnership with the City and other agencies. Worked with the Michigan State Police to recreate some of the photos that Midland Daily News shared of the 1986 Flood. Information has been shared throughout the community and will be continued to share as there are other events around the area. (2, 4)**
- 2) **Met with Fire Representatives of the EOC and designed an EOC training for the fire service. Over 30 fire personnel from around the county attended the training and felt it was valuable. (1, 2, 3, 4)**
- 3) **Participated in the Porter Township Safety Saturday and displayed the Midland County Mobile Command and Communications vehicle. (2, 4)**
- 4) **Participated in Fullscale Exercise at MidMichigan Hospital--Midland. (2, 3, 4)**
- 5) **Continue to work with MSU on Seagrant project of Saginaw Watershed. (2, 3, 4)**
- 6) **Hosted emergency planning meeting with National Weather Service and Wixom Lake Association regarding the drawdown of Sanford Lake for repairs to Edenville Dam. (1, 2, 3, 4)**
- 7) **Attended Our Community Listens Training. (1, 2, 3, 4)**
- 8) **Began working with Michigan Tech University on a rain gauge project. (2, 3, 4)**
- 9) **Attended Statewide Resource Management Meeting regarding MEMAC. (1, 2, 3, 4)**

Equalization- Mary Cornell

- 1) **All are continuing to work toward completion of the appraisals and property reviews. September 30th is the cut-off date for sales information used to complete the 2016 for 2017 base. Property inspection will continue through the Fall.**
- 2) **Mary is in the process of preparing the 2016 Apportionment Report to be presented to the Board of Commissioners in October as required by statute. A revised report will likely be submitted to the Board after the November election results, adding any successful millage proposals for the current year, and to ensure the final report is on file with the County Clerk’s office. The reporting will then be certified by the Director, and forwarded to State. Release of 2016 millage reporting to the website (for use by others to calculate tax amounts) will be after the election to be sure the rates posted are the final rates for 2016.**

- 3) Adam has completed a couple additional layers of data to assist in identifying properties with specific characteristics (ie:lake fronts, river fronts) and is updating data in the equalization database to allow instant recognition and identification of property characteristics that can significantly affect value. The goal being to build additional layers of data to assist the director analyzing the affects of various components on real estate markets.

Finance/Budget/Administration Update- Tori Meyer

- 1) General Fund Expenditures for the month of August were \$1.3 million. General Fund Revenue was \$1.9 million. Year-to-Date, expenses were \$19.7 million and revenue was \$8.7 million. (1, 2)
- 2) Public Budget Hearing is scheduled for October 18th. (2)
- 3) Tori attended Our Community Listens training. (2)
- 4) County Employees United Way Campaign has kicked off and is progressing well. Coin war with the City and the other campaign events will run through October 21st!

GIS- Chris Cantrell

- 1) Continue to assist Water District #1. Chris started a valve project with them. Their valve data has now been uploaded into our GIS. He will be working with Ron Rose, Manager, to develop useful applications to create efficient work flows. (2, 3, 4)
- 2) Now that fall is here, the Road Commission has time to work with us to start migrating their information into GIS. We will be working to attach scanned road documents to road features in GIS. We are also assisting their GIS tech with data modeling and development. The synergy that we can create between the RC and the County will help to improve the reliability of spatial data for all the organizations in the community that share it. (2, 3)

Health Department- Mike Krecek

- 1) Diseases – Staff continue to monitor local, statewide, national and international diseases of concern.
 - The Department has flu vaccine and flu clinics began on September 28th with four more scheduled. Vaccine is also available by appointment. (3)
 - The Zika virus cases continue to rise related to travel in Central and South America. Native US cases have originated in Miami, FL and other southern communities may also have native cases. The CDC has issued travel guidance for pregnant women regarding visitation. Pregnant women are at greatest risk for complications as the virus can affect fetuses (learning disorders/microcephaly). Mosquitoes are the primary vector in transmission but males can transmit the disease through sexual contact, possibly for several months after exposure. Information continues to change. Statewide conference calls have been increased from monthly to bi-weekly. Mosquito surveillance is a priority for the State. Federal funding was approved last week although we won't see any of it for several weeks. (3)

2) Administration/Finance –

- The Department submitted our 2017 budget, which is largely a continuation budget. (1)
- The Department has been approved to receive a \$6,000 grant from the Michigan Department of Health and Human Services – Children’s Special Health Care Services. We have begun the BOC approval process but are waiting for a final contract from a State contractor (SEMHA). (1)

3) Community Education/Involvement –

- Several community events recently occurred or are scheduled for October and early November:
 - Our Medical Director prepared an infant safe sleep article that appeared in the MDN in September
 - The Department participated in the HIV/Aids walk/fundraiser - October 1st.
West Midland Family Center Health and Safety Fair – October 27th.
Community baby shower – Messiah Lutheran Church – October 29th.
Homeless Connect – Trinity Lutheran Church – November 2nd (2, 3, 4)
- Staff continue participation in the Midland County Community Health Improvement Plan (CHIP) priorities. Initial priorities are: Obesity, Senior Quality of Life Issues and Substance Use/Abuse. A group focusing on Mental Health issues has also been working on priorities. (2, 3)
- Staff continue work on cross-jurisdictional sharing opportunities 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) and the software development is completed. Four i-Pads were recently purchased and training has occurred. (3, 4)
- SVSU is planning a “Water Conference” for later this year in connection with their intention to develop a Masters in Public Health. (2)
- Others Include: Vulnerable Adult Network, the Midland County Exploring Our Future Strategic Plan/Community Success Panel, and a Methamphetamine Task Force. The “Meth” Task Force has recently been asked to look into issues regarding opiates/heroin usage. (2, 3, 4)
- Helping Hands Dental is expanding their operations to serve more of the Medicaid eligible adult population. This is made possible due to local foundation funding of the building expansion. (3, 4)

4) Quality Improvement (QI) - Staff continue working on quality improvement components, seeking to continually improve customer service. Projects include: GIS opportunities, automating certain forms, improving vaccine rates for seniors, reducing vaccine waivers for children and social media opportunities. (3, 4)**5) Environmental Health (EH) –**

- The final Household Hazardous Waste (HHW) collection for 2016 occurs on October 18th. Appointments are available on-line or by phoning our office. (4)

- City of Flint water issues are improving dramatically. Testing for lead is showing better results with new water source and corrosion control measures. Legionnaire's cases continue to occur in Genesee County but are down from last year. (2)
- The Department is in the final stages of proposed changes to the Environmental Health Code, last updated in 2008. Upon completion, the requested changes will be submitted to the BOC for consideration. (4)
- With the expected drawdown of Sanford Lake, Environmental Health is planning to conduct a sanitary survey of the more densely populated areas to identify failing septic systems that are discharging to the lake. Midland County GIS is helping with our selection process of homes/neighborhoods. (4)

Human Resources- Suzanne Ault

- 1) Draft of the compensation system review was completed by Mark Nottley and submitted to the Board of Commissioners. The Board will review the draft in closed session to prepare for upcoming wage reopeners in October. (1, 2, 3)
- 2) Vacant positions include:
 - On-call Resident Associates and Nursing Supervisor at Pinecrest.
 - On- Call Youth Development Workers at JCC.
 - Part-time Assistant Prosecuting Attorney I with Prosecutors Office.
 - Full-time Director/Deputy Court Administrator with Probate Court.
 - Part-time Clerk II in Health Department. (3)

Information Technology- Interim Director Chris Cantrell

- 1) Moved Treasurer work stations to Training Room and Register of Deeds. (3, 4)
- 2) Continued to replace PCs in the normal cyclical rotation. (2, 3, 4)
- 3) Fiber installation from main building to gatehouse completed at Sanford Lake Park. Finalization of the phone installation has been scheduled. (2, 3, 4).
- 4) Testing new work order application for Facilities with Kevin Beeson. We are pursuing open source solutions that have little to no cost. (1, 2, 3, 4).
- 5) We are researching new Intranet Content Management System to replace our outdated intranet. Current app has been in place for over a decade. (2, 3, 4)
- 6) We had our kickoff meeting with Canteen Services, the commissary vendor at the jail. We will be crossing over to them from our current vendor in December. (3, 4)

Mosquito Control- Carl Doud

- 1) Due to assumptions of a third party (SCS Global) involved in the Forest Stewardship Council derogation process, MCMC received word on August 11th that the process had been approved. This would have afforded ability to control adult mosquitoes on certain sections of the state forest. This turned out to be wrong and the official notice of the rejection was received on September 22nd. Michigan DNR will be working with MCMC to submit an appeal to the FSC addressing the reasons the derogation was not approved. (3, 4)
- 2) MCMC recently participated in two public outreach events; on September 10th at Porter Safety Day and September 16th-17th at BioBlitz at the Chippewa Nature Center. The MCMC booth included information on Mosquito Control's program, crafts for children and live mosquito and other insect specimens for viewing.
- 3) MCMC field technicians completed seasonal work on September 23rd. This was an extension of one week due to September rains and WNV activity. (3, 4)
- 4) Remaining staff are working to winterize/inventory vehicles, equipment and gear. (3)

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

- 1) Eat Healthy, Be Active
 - a. Eat Healthy Be Active: Will be held as follows: Charter Square October 4th-November 15th, Cleveland Manor October 21st-November 18th, Grace A Dow Memorial Library October 31st-December 5th.
- 2) Cooking Matters Educational Series
 - a. Cooking Matters for Teens at Midland County Juvenile Care Center October 5th-January 11th.
 - b. Cooking Matters for Parents at Greater Midland Coleman Family Center October 10th-November 21st.
- 3) Show Me Nutrition
 - a. Messiah Lutheran Church (Wonderful Wednesdays) October 5th -November 9th.
 - b. Pre K at West Midland Family Center October 6th -November 10th.
- 4) Community Event Participation
 - a. Floyd Elementary Family Fitness Night
 - b. Midland County Emergency Food Panty Network-Mobile food pantry
 - c. 10 Tips to a Great Plate Presentation at House of Mercy on October 14th.
 - d. Community Baby Shower Presentation on October 29th.
- 5) Food Safety: Taught and proctored an 8 hour ServSafe session in Midland County.
- 6) Food Preservation Classes Upcoming: Display at Midland County's Community Baby; Final food preservation program of the year Preserving Food for Gifts

4-H Programming

- 1) **New Clubs**
 - a. 4 new clubs were started in September
 - b. 3 new SPIN (Special Interest clubs-6 weeks long) were also set up.
 - i. First Stitches partnering with Creative 360.
 - ii. Second Stitches also with Creative 360 which will start in November
 - iii. Clowning Club that will be held in January and February
- 2) **Volunteer Management**
 - a. 15 new volunteers began the Voluntary Selection Process
 - b. Met with 75% of the Administrative Leaders to go over the new Financial Guidelines being implemented and to do Leader Updates. This will be completed with the other 25% in October.
- 3) **New 4-H Year Member Enrollment: September began the new Program Year with enrollments done Online. Currently we have 166 youth enrolled (registered on line and payment made), 74 volunteers, with 169 people pending (waiting for approval or payment of registration fee).**

Parks and Recreation- John Schmude

- 1) **September events included Parkapalooza on September 11th (approximately 3,400 attendees) and Mud Creek Crawl on September 25th (151 athletes). (3)**
- 2) **The conduit and fiber was run from the shop to the gatehouse the week of September 19th and the transition to new phone system will occur shortly. (2, 3, 4)**
- 3) **The boiler install at SLP is still in process and nearing completion in preparation for cold weather. (1, 3, 4)**
- 4) **We are currently seeking an engineer's opinion on why the two miles of refurbished rail trail from Barden Road to Alamando Road completed in 2015 is cracking. (1, 2, 4)**
- 5) **Aside from ongoing parks maintenance, we have been removing ash trees and putting away picnic tables at parks, closed the patrol office/aerated/winterized the spray pad, bathroom and concession building at SLP, aerated North Vets, added fence line to discourage use of steep hillside access to the river and prevent further erosion at Manitou, and replaced old and damaged signs/aerated the Sanford trailhead on the rail trail in addition to blowing off the trail surface weekly. (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) **Completed annual accountings and reports of guardian for probate. (1, 4)**
- 5) **Attended medical appointments with clients. (2, 3, 4)**

Survey and Remonumentation

- 1) MDNR submitted 30 corners to the Peer Review Committee to be part of the remonumentation process. The survey work expenses are paid by the State and we will not have to remonument these corners with our grant funds. (4)

Veteran's Services- Ross Ahlich

- 1) Continue work on core services. (1, 2, 3, 4)
- 2) Continue coordination for Veteran's Day. The ceremony will be held in front of the Veterans Memorial at 1100 on the 11th of November 2016. Our new sound system that will ensure the audience can hear the ceremony presentations. (2, 3)
- 3) Finalizing coordination with veterans and families that are headed south for the winter to ensure all 2507's are completed or are transferred to their respective regions for seamless VA service.
- 4) Continue to monitor SOM HB's 5919 thru 5922 for the possibility of this region receiving a long term care veterans' facility.

Information Only**Meetings Attended****September 14th**

**United Way Campaign Cabinet meeting
League of Women Voter's Trust in State
Govt forum**

September 20th

**Chamber Qtrly luncheon—emcee for Mi
Hidden Talent panel**

Sept 23-28th**ICMA Conference****October 5th****United Way Campaign Cabinet meeting****CIVIL COUNSEL REPORT****BOARD OF COMMISSIONERS:**

- Attend Meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting
- Building Committee Courthouse Renovations project - review material, vote to receive bid proposals; Spence is chosen Contractor/Process/Communication Jerry Brand, Granger Construction re: Minutes, Contract Preparation/Mr. Keeler; Project Scope/Gransden and Beeson; Review agreement, proposed contract A133
- Opinion/Review and Update Lease Agreement re: Township Code Authority
- MMRMA; Communication Suzanne Ault and Timothy Duffy re: Claim of Golden - Medicare
- Communication Suzanne Ault and Jim Duffy re: Workers Comp - Boyle

FREEDOM OF INFORMATION ACT:

- 38 FOIA requests/responses (e-mail communications from Administrator/ Controller)
- Contact w/Mike Goodall; and bob Morford
- Research re: public records per request to register of deeds office
- Contact w/Drew Jordan and Jos Ahmen re: Weideman FOIA release
- Contact w/J. Dee Brooks and Sheriff's Dept. Re: FOIA Form

COMMUNITY CORRECTIONS:

- Community Corrections Plan and Application for Fiscal Year 2017

FAIR BOARD:

- Contact with Ann Manary re: Fair Board Election

HEALTH DEPARTMENT:

- Harold Alexander Site Drinking Water request (Agreement for Groundwater Restriction) Draft Opinion re: Contract; Various emails; Prepare and Attend A&O Meeting
- Letter to/from Yourdarch/MDEQ
- Communications re: Various-Chuck Barbarri
- Opinion - Kiwanis Foundation Countywide Baby shower

HUMAN SERVICES:

- Opinion re: Proposed Agreement w/Prosecuting Attorney's Office re: Title IV-D Child Support
- Opinion re: CMHCM Public Guardian Services Agreement renewal
- Communication Suzanne Ault re: Employment question; re: labor negotiation and re: Social Security Claim, advertisement

PARKS AND RECREATION:

- Boyle v Midland County - Communication Suzanne Ault
- LICENSE AGREEMENTS

PROBATE COURT:

- Opinion Letter - Renewal Lease Agreement - GPS/Tether; Curfew Monitor Program for Juvenile Wards of the State

PROSECUTOR:

- Emails B.G., revise correspondence re Subpoena; Communication Jim Branson

PUBLIC TRANSPORTATION:

- Prepare Renewal of Midland Are Transportation Study (MATS) Sub-Lease Agreement
- Provided documents to Jeff Nagel, A.A.E., Airport Manager at MBS International Airport, pertaining to easement/Burk - release and abandonment of easement granted to the United States of America on or about September 10, 1943

SHERIFF:

- Opinion - Lexis Nexis Law Enforcement Agreement
- Opinion - FY17 Application for 416 Grant for Secondary Road Patrol and Traffic Accident
 - Prevention Program funds
- Opinion - Swift & Sure Sanctions Probation Program Grant Agreement renewal
- Contact with Scott Stephenson, Jim Branson, and Judge Carras' Clerk; Prepare and File Response to Motion for Return of Property; Prepare and File Motin to Dismiss and proposed Order of Dismissal (Moore v Sheriff's Dept.)
- JAIL FACILITY
 - Opinion - Blue Cross/Blue Shield of Michigan Admin. Services Contract healthcare services Midland County Inmates
 - Communication with Brian Keeler and Kevin Beeson; Review Proposed CM Agreement Review Proposed CM Agreement

TREASURER:

- Probate Estate of Shirley S. Carrington, Dec'd; True Copy of Order for Discharge and order for Complete Estate Settlement sent to Midland County - Closed File
- BANKRUPTCY MATTERS
 - Review Miller Bankruptcy
- FORECLOSURES

TRIAL COURT:

- Cory and Lisa Stortz, Debtors - Chapter 13 Bankruptcy Matter - re: institute payments per Court Order; Proof of Claim Filed
- Review Supreme Court Admin. Order 1998-5

COMMISSIONERS UPDATE ON BOARDS AND COMMISSIONS

COMMISSIONER COMMENTS

KEENAN - NO COMMENT.

DORRIEN - NO COMMENT.

NOESEN - NO COMMENT.

KLOHA - NO COMMENT.

BONE - NO COMMENT.

LEIGEB - COUNTY CONNECTIN ADDITION IS GREAT.

GEISLER - NO COMMENT.

ANY OTHER BUSINESS TO COME BEFORE THE COMMITTEE:

MOTION BY COMMISSIONER DORRIEN SUPPORTED BY COMMISSIONER BONE TO ADJOURN
Motion carried.

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MEETING IS RECESSED UNTIL TUESDAY, OCTOBER 11, 2016 AT 9:00 A.M., TO MEET IN A
SPECIAL SESSION OF THE BOARD OF COMMISSIONERS AND FOR THE COMMITTEES TO RESUME
THEIR DUTIES.