

SEPTEMBER SESSION

MIDLAND COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE OF THE WHOLE
September 9, 2014

APPROVED

Board called to order by Chairman Nicolas Finley at 9:00 a.m.

ROLL CALL

MEMBERS PRESENT: LEIGEB, KEENAN, GEISLER, MCGILLIVRAY, FINLEY, BRIDGETTE
GRANDSDEN, AMINISTRATOR/CONTROLLER; L. WILLIAM SMITH, CIVIL
COUNSEL; NANCY KROUSE, ADMINISTRATIVE ASSISTANT
ANN MANARY, COUNTY CLERK.

MEMBERS ABSENT: BONE, DORRIEN

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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

- 1) Boiler has a cracked heat exchanger. Working on replacement estimates.

4th Floor/Courthouse Remodel

- 1) This project is complete. We have around \$20,000 left in our budget that we recommend we hold onto at least for the 1st year of operation.
- 2) We need to decide how to address the East end of the original Courthouse building. Currently the original stucco remains in place, with much cracking and stress marks. We have four original windows that are covered with cement board for now. Building Arts & Conservation has presented a proposal to remove the stucco and replace it with products that match the balance of the original building. Their estimate is \$75,000 plus the cost of asbestos abatement, which would range from \$10,000 to \$25,000. Gerace Construction has offered a proposal to reconstruct original period windows for \$39,000.
- 3) Kevin provided a tour of the finished areas (4th floor and Courthouse exterior) to several members of our original foundation partners. They expressed some interest in helping us finish the exterior at the East end.

Courthouse (4)

- 1) Provided the facelift of paint and carpet for Judge Allen's chambers. Her new office furniture was installed and everything looks great.
- 2) Working with Brian Nichols on a high-def project for three courtrooms. Minor modification and some repairs to existing walls and ceilings will be needed next month. Overall a straight forward change.

Jail Update (4)

- 1) As of Tuesday, September 9th we are currently responsible for 251 inmates. Local Midland County inmate count is 109, while 45 are from the Federal Marshals, 67 from Genesee County, and 30 are from the Michigan Department of Corrections.
- 2) Painting continues on a rotational basis.
- 3) Maintenance staff continues to make plumbing repairs. Toilets that are plugged, sink drains that are plugged.
- 4) Glass has been ordered for a max door that was kicked out by an inmate.

Juvenile Care Center (4)

- 1) We have developed a solution (with Midstate Security) to replace the mechanical intercom and door access panels with touch-panel technology like the jail uses. This will modernize the facility, and provide us with new technology and a more current line of available repair parts (going forward). IP Camera & Recording is \$43,000. Door access control/Intercom graphics is \$83,000. These estimates include the touch panel screens, demo of the existing control panel, and reconstruction of the control workstation to allow for the new technology. For reference, this project was included in the Board's approved Administrator/Controller's Goals and Objectives

Pinecrest Update (4)

- 1) As of Tuesday, September 9th the current census at Pinecrest is 52: three new admits and one discharge since August 7th. Three potential discharges in next 60 days and two potential admits in next 60 days.
- 2) Pig Roast Event August 20: Over 200 attendees, Judge Donna Morris Appreciation Award.
- 3) National Assisted Living Week September 7th - 13th: A time to show appreciation for staff and residents.
 - A. Giving away donated raffle prizes and gift certificates to staff and residents throughout the week.
 - B. Having a lot of free events for staff and residents: chair massages, haircuts, manicures, facials, caricaturist, Pie a Manager (throw a pie in Joe's face and donations benefit the Toni & Trish house), pizza party.
- 4) Marketing: Midland Daily News ran a press release of Pig Roast/Judge Morris award, attended DHS/County Medical Facility conference in Bay City, met with president of MCAL (Michigan Center for Assisted Living). joined Kiwanis. Pinecrest was selected as MDN Reader's Choice Award for "Best Assisted Living Facility."
- 5) Labor relations: No issues, relationship between management and union is currently strong.
- 6) Donation from benefactor to Pinecrest for around \$130,000. No stipulations set on funding. The DHS board is discussing financial options (investing, CDs, etc.).
- 7) Switching to pharmacy to Hometown Pharmacy in the coming months and going to electronic medication managements system by the end of the year.
- 8) Wade Lamblin from Pinecrest staff worked for a couple of days getting the lawn primped and trimmed for the Pig Roast. He also worked with Parks and Rec staff to borrow and return the picnic tables for the event.

Community Corrections

- 1) Marisa input program information pertaining to; GED, Employability Skills, Tri-Cap, PA-511, Network Therapy, jail diversions, and prison diversions into the COMPASS program that reports directly to the State. (1, 2, 3, 4)
- 2) Attended drug court meetings and courtroom sessions in Judge Beale's courtroom. There are currently 19 active participants in Drug Court, two participants were voted in 9/4/14 and two referrals are pending. (2, 3)
- 3) Community Service:
 - Interviewed and placed (14) fourteen people for community service this month.
 - Beginning October 1, 2013 there have been 159 referrals to community service.

Placement was coordinated at the Humane Society, Recycling Center, Midland Reformed Church, Shelterhouse Re-Sale Shop, Coleman VFW and New Life Vineyard Church. (2, 3, 4)
- 4) Marisa continues to communicate with District and Circuit courts and probation officers, coordinated NMSAS and in-patient substance abuse placement, met with numerous inmates, assessed inmates who were at risk of suicide and assisted in several decisions with jail staff regarding inmate's placement while incarcerated. (2, 3)
- 5) The CCAB meeting was held on August 27th. Quarterly program numbers were presented from school, in-jail counseling and Tri-Cap. Discussion was heard on the potential combination of Community Corrections and Prisoner Reentry. (1, 2, 3, 4)

Emergency Management

- 1) Coordinated contacts between Bay County Emergency Management and City of Midland Utilities during Bay City's water emergency caused by a water main break that took days to find. A contingency plan was developed between Bay County and Midland to provide potable water to Bay County if it became necessary.
- 2) Participated in school safety training conducted by Critical Incident Management at Coleman Community Schools. (2, 3)
- 3) Roger has begun receiving school emergency drill schedules. The Office of Emergency Management distributes them to law enforcement and fire services as required and appropriate under Michigan Public Act 12 of 2014 which amended P.A. 207 of 1941.
- 4) Participated in the Region 3 Citizen's Corp Council meeting in preparation for their training conference to be held here September 13th & 14th. (2)
- 5) Coordinated the revision of the Emergency Medical Services Annex to the Emergency Operations Plan with MidMichigan Health EMS. (2, 3)
- 6) Continued to meet with the exercise design team and regional law enforcement officials to develop an emergency exercise to take place later this year. Met with the Delta College Police Academy to coordinate its participation. (2, 3)
- 7) Replaced a ham radio at the Coleman Community Fire Department. The radio is for backup emergency communications. It replaces one that was over 30 years old. (2, 3)
- 8) Assisted the Amateur Radio Emergency Services group with training on their equipment in the Emergency Command Vehicle. (2, 3)
- 9) Completed a 3-year training and exercise plan for Midland County as required by the Michigan State Police. (3)
- 10) Reviewed and edited materials for the Emergency Preparedness Guide to be published in The Midland Daily News. The target date for publication is Sunday, September 21st. (2)

- 11) Reviewed training records and compiled the annual National Incident Management System training report required for each county by FEMA. (1, 2)
- 12) Painting of the radio towers has been completed. (4)
- 13) Participated in the Region 3 Healthcare Coalition Advisory Committee Meeting. (2, 3)

Equalization

- 1) The County's Millage Rate Request will be submitted to the Board for the next Finance meeting. Approval of Apportionment Report which summarizes all millage levies will be presented to Finance as early as possible in October.
- 2) Reminders and mostly completed forms indicating any rollback of the maximum allowable mills on the L-4029 Tax Rate Request were mailed to the applicable local Clerks and are due back to equalization by September 30th.
- 3) Grant and Mary continue to review sales data and work on appraisals of properties to be used in the agricultural, commercial and industrial studies for 2015. Inspections of properties are and will be ongoing through the season. The end of the sales period is September 30th. They will both be doing field work most of September and October to review all applicable sales for use in developing the land values and economic condition factors.

Finance/Budget/Administration Update

- 1) Administrator/Controller's Recommended Budget is due to the Commissioners on September 15th. Staff is finalizing the recommended budget. (1,2)

GIS

- 1) Went live with the new County website August 8th. There is still work that needs to be done on some of the pages. The Executive Website Committee has agreed to continue to meet monthly to make sure everyone is editing their pages in a manner that was expected. We also will offer training to anyone that still does not feel comfortable working with the new content management system. (2,3,4)
- 2) We are working with the State's Bureau of Elections (BOE) Qualified Voter Precinct Project. They have developed an application (Precinct Mapping Tool) that we log into and update/correct precinct boundaries for Midland County. BOE's goal is to establish and maintain a geographic representation of Michigan precincts. They have requested assistance from county GIS departments in establishing precinct geography on behalf of local and county clerks. (2,3,)
- 3) RFP's have been received for our 2015 aerial update project. They were opened last week and the regional GIS user group that Chris has organized will meet on September 24th to review these and make a decision. There are 6 counties involved in this project, Midland, Bay, Saginaw, Isabella, Gratiot and Gladwin. (2, 3,4)
- 4) There will be a kick off meeting on September 8th, to research developing an application for Environmental Health to create and edit GIS data pertaining to sewer and septic permits. The idea is that users can be in the field and add data to GIS for sewer and septic locations plus attributes and link this with State data. It will provide a better management system for the permitting process and improve access to the information for anyone that needs it. (2,3)

Health Department

- 1) Quality Improvement (QI) - Staff continues working on quality improvement components, seeking to continually improve customer service. One of the current projects is comparing county fleet vehicle costs to travel reimbursement costs to seek the best mix of vehicle usage. (3,4)
- 2) Diseases -Staff continue to monitor statewide, national and international diseases of concern. Ebola is in the news with a few US residents contracting the disease while in Africa. Ebola can spread with close personal contact and is often lethal. Carl Doud has indicated that we have our first West Nile Positive bird (crow) for 2014. (2,3)
- 3) Dental - The Director continues to work with community leaders to enhance access to dental services for low income adults in Midland County. A presentation from Helping Hands was made to the Board of Commissioners Executive Committee on August 12, 2014. Helping Hands is showing substantial increases in total patients and new patients since partnering with the Health Department for enhanced reimbursement. In addition, Healthy Michigan (Medicaid Expansion) is providing a dental benefit for low income adults which should open increased access for low income persons. (3)
- 4) Behavioral Risk Factor Survey - Continuing work with community leaders to conduct a new behavioral risk factor survey of Midland County residents during last summer and fall of 2014. We collect considerable data that helps establish community priorities regarding health and social issues. Saginaw Valley State University (SVSU) is conducting the survey, expected to begin around October 1st. (1,2,3)
- 5) County Website - Phase #1 of the "Health" portion of the website is completed and looking good. Our many programs and services translated into many pages on the website. (2,3,4)
- 6) Environmental Health - Workload is heavy and one staff is on short-term disability for at least 2-4 more weeks. A household waste and e-waste collection was conducted August 21st. The final one for this year is October 14th. This is a partnership between Midland County, the City of Midland and Dow Chemical. (1,3,4)
- 7) Community Presence/Meetings -
 - Health and Human Services Council (HHSC) Executive Committee-Aug 8
 - Michigan Assoc. for Local Public Health Board Meeting - Aug 11th
 - Senior Services Assets for Optimal Living Committee - Aug 11th
 - Quality Improvement Workgroup - Aug 13th
 - Helping Hands Dental Clinic Board - Aug 14th
 - Dow Human Subjects Review Board Meeting - Aug 18th
 - Michigan Assoc of Local Environmental Health Directors Meeting-Aug 21st
 - Midland County Health and Human Services Council - Aug 27th

Human Resources

- 1) Vacant positions include: part-time transport deputy, jail and on-call universal workers, Pinecrest Farms. (3)
- 2) Working on the Human Resources home page for the new Midland County website. There have been a few bugs that the team has been trying to work through with the start-up of the new website. The website will eventually allow prospective employees to view vacancies and job descriptions, apply for a position, and upload their resume. The information will go directly to Heather and she will be able to download the information and add each applicant to the applicant pool. In addition, the H.R. page will have information on employee benefits, collective bargaining agreements, and a section that explains the County job application process including how an applicant will be notified

regarding their status during the application/interview process.

(2) (3)

- 3) The roll-out of HIPAA/HITECH guidelines for employer health care provided medical benefit protected information will be coming out this fall. This new legislation and subsequent law was passed to protect the health information of employees in regards to health care information that is provided to an employer under their health care plan. H.R. has been working in conjunction with the Finance department and the I.T department to meet all of the compliance rules and regulations for this new federal law. Much thanks for the assistance of all involved in this lengthy process. (2) (3)

Information Technology

- 1) Finished replacing the PCs in the District Court and other departments as they reach the age of retirement. (1,2,3,4).
- 2) Worked with Verizon to switch the private tunnel for the Sheriff's cars to a new connection that is faster and has redundancy. (1,2,3,4).
- 3) Continued to work on HIPAA Policies and Procedures compliance. (2,3,4).
- 4) Working with the Health Department to replace their file labeling system. (3).

Mosquito Control

- 1) Disease Surveillance (3)
Mosquitoes and birds are being tested for both West Nile Virus (WNV) and Eastern Equine virus (EEE) this summer. Forty six birds reported, 8 tested (1 positive, 7 negative), 48 mosquito pools (1647 individual mosquitoes) tested for disease (negative).
- 2) Press releases announcing the WNV positive crow and for our fall tire drive were released last week. (2)
- 3) An order was placed for 275 additional gallons of mosquito adulticiding material. Due to the heavy summer rains and positive WNV activity, more material was required this season. (3)
- 4) Twenty three miles of ULV mosquito adulticiding has been performed in the state areas of Kawkawlin Flooding and Black Creek Campground since the DNR permit was issued to MCMC. Mosquito monitoring continues in these areas as well. (3)
- 5) A scrap tire collection is scheduled for Saturday, September 13th at the Midland Recyclers Center. (3)

MSU Extension

- 1) There will be a meeting to discuss funding for MSU Extension Midland County on September 18th at 6:00 pm. The goal is to identify possible sources of funds for MSU Extension Midland County for the 2015 budget year and discuss plans for sustainable source(s) for future years. The meeting will be facilitated by Deanna East, MSUE District Coordinator, with the goal being that a citizens committee is formed and can facilitate on-going dialogue.
- 2) Patrick Cudney has been named the associate director for operations with MSU Extension, effective September 1, 2014. Cudney will report to the director of MSU Extension and supervise district coordinators and administrative support units within the director's office. This also includes the organizational development team. Cudney comes to this position with a long history of Extension involvement and knowledge of the organization. He began his career as a 4-H youth educator in Kalkaska County and has continued his leadership by serving as a county Extension director in Benzie County, then as regional director in the North Region. He is currently the District 3

coordinator, serving nine counties in northwest Lower Michigan. His work reflects a team aspect while promoting opportunities for others to grow in leadership.

- 3) In an effort to serve additional youth through its flagship 4-H program, MSUE recently launched a statewide volunteer recruitment campaign. Utilizing multiple platforms, the campaign hopes to reach thousands of caring adult volunteers who will give their time to the state's youth through Michigan 4-H. With a goal of expanding its reach to 20 percent of the state's youth population by the year 2020, Michigan 4-H must also increase the number of adult volunteers who serve these youth members -- thus the launch of the statewide volunteer recruitment campaign. Supported by a grant from the Michigan Community Service Commission, the 4-H volunteer recruitment campaign will include multiple television commercials airing on stations across the state. Another key channel of the campaign will be social media sites, where targeted Facebook and Twitter advertisements will reach audiences throughout Michigan. In addition, both state and county 4-H social media pages will reflect the campaign as 4-H offices across Michigan get involved.

Additional local recruitment efforts will take place across the state.

The campaign will continue throughout 2014 with a target goal of recruiting 8,000 new volunteers by the end of the year.

Parks and Recreation

- 1) Attendance at Sanford Lake Park continued to be spotty in August due to cool and wet weather. Annual attendance and revenue statistics mirror last summer's totals. IAs weather remained favorable for Parkapalooza on September 7th, season ending park revenue should exceed 2013. (1,3)
- 2) The wet weather has also delayed the asphalt seal coating work on the Pere Marquette Rail-Trail. Weather permitting staff will attempt to seal coat a two mile section from Dublin to Tittabawassee Road this month. (1,3)
- 3) The 8th Annual Sanford & Sun Triathlon event took place August 9th at Sanford Lake Park with 434 athletes competing in this year's event. Closing out this seasons special event line-up the Pine Haven Recreation Area will host the 35th Annual Mud Creek Crawl on September 28th. (2, 4)
- 4) Water services were interrupted at Sanford Lake Park in August causing some temporary water shortages for several days. Staff located the breach in the primary line and made repairs as the park remained open to the public throughout the water outage. (3)
- 5) Design plans for the Averill Trail Head Development project have been approved by the Department of Natural Resources Trust Fund (DNRTF). The construction plans have been released for bidding to secure a contractor. Upon bid closing the firms will be evaluated and construction firm will be recommended for award for the improvement project. The evaluation process has been completed of the seven firms that submitted proposals to perform the engineering and design of the trail surface replacement project. This project is also funded (DNRTF) The firm recommended for this project will be presented to the Board of Commissioners for approval. (1,4)
- 6) The Parks Commission discussed Lee Mueller's proposal to donate labor and materials towards constructing park improvements in River Trails Heritage Park in Edenville. The proposed improvements would include a parking lot and fishing pier. The Parks Commission tabled any action pending review of additional information request from Mr. Mueller. (1,2)

- 7) The Parks Commissions Forestry Stewardship Program is in the third year of addressing the health of park property timber stands. This year's focus is Veterans Memorial Park in Sanford. This park is our oldest property and contains a grove of old growth trees that take the visitor back to a time when Michigan was covered with these giant pines. This grove of pines will be untouched by the plan so that they can continue stand to serve as examples of the past. Veterans Memorial Stewardship Plan has been completed and will be posted for public review on the parks web page for questions and comment. (1,2)
- 8) The land exchange project approved earlier this summer by the Board of Commissioners with the State of Michigan has not been finalized to date. The State of Michigan has yet to finalize a property deed for the County. (4)

Public Guardian Services

- 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) One of our clients was diagnosed with lung cancer and within 2 days was placed on life support. Steve had to petition the Probate Court to remove life support. She passed away within 3 hours. She did not have family in the area or friends. Steve had to ship her items, including her car to California, organize her funeral plans, hold visitation and attended her burial. (2), (4)
- 5) We are the guardian for an individual that lost their SSI benefits. We have been appealing this decision. Steve have attended two Social Security hearings, contacted doctors and an attorney regarding this individual to try to keep his benefits. (1) (2) (3) (4)

Survey and Remonumentation

- 1) Per MCL 54.269b the Board has appointed the members of our Remonumentation Peer Review Committee. The members are Jeremy Rosenbrock, Tim Lapham, and Roger Mahoney. This was a formality as Midland County requires our contracted surveyors to be on the Peer Review. This is a result of actions the County made 6 years ago when we improved the efficiency of this program.

Veteran's Services

- 1) Continue work on core services. (3)
- 2) Waiting for the official notification on the return of the 1460th TC from Afghanistan. (2,3)
- 3) Will attend MACVC Fall Conference this September (2,3)
- 4) Fund raiser for the Coleman Veterans Memorial on the 13th of September 2014 starting at 2:00 p.m. in the back parking lots of downtown Coleman. (2)
- 5) Re-coordinating VA services at West and North Community Centers. (2,3)
- 6) Preparing end of fiscal year report for the State of Michigan. (2)

Information Only

I will be out of the office beginning the afternoon of 9/12 through 9/17 attending the ICMA conference. The Leadership Task Force I was appointed to in January will be presenting our report to the Exective Board at this time also.

Meetings Attended:

August 21 st	Community Success Panel meeting Chamber of Commerce strategic planning focus group
August 27 th	Community Corrections Advisory Board meeting
September 3 rd	Award Presentation at the jail
September 5 th	Chamber's Wake Up Midland
September 8 th	Tour of the Xalt Battery Plant

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CIVIL COUNSEL REPORT
BOARD OF COMMISSIONERS:

- Attend meetings
- Prepare Executive Committee Activity Summary
- Attend Executive Committee meeting
- Midland Area Transportation Study Sub-Lease
- FOI Request/Appeal - Equalization Dept. (Kotwicki)
- Safeguard Maintenance Agreement Renewal (JAVS)
- Harsh v Midland County

COUNTY CLERK:

- Jerome Twp Recall Petition - attend Hearing re: Ms. Methner (Claim of Appeal)

FINANCE DEPARTMENT:

- Roger Deering FOI request for inventory list of any surplus assets/obsolete goods, etc.

HUMAN RELATIONS:

- Arthur Beagle - retirement benefits

PARKS AND RECREATION:

- Attend meeting re: Licensing and easement for Arbury and McMickle

PINECREST FARMS:

- Investments

PROSECUTOR:

- Various FOI requests
- Liability Insurance
- Attend Board of Canvassers recount-Prosecutor's Election
- Possible litigation (against County)

SHERIFF:

- Various FOI requests
- JAIL
 - Jail Facility/Land Use Agreement
- Various telephone calls; receipt letter from MMRMA (Peter LaBreck v Scott Stevenson)

TREASURER:

- 1616 Airfield Lane, Midland Michigan Forfeiture (Quiet Title Action) - Probate Estate of Shirley S. Carrington, Dec'd, Notice to Creditors published in Midland Daily News
- IRS Form 8300 - Report of Cash Payment Over \$10,000.00
- Bankruptcy matters-
 - Rose Holton- (meeting of creditors)
 - Alice Dufresne (Motion to allow debtor's Personal Representative to sell real estate)

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COMMISSIONERS UPDATE ON BOARDS AND COMMISSIONS

COMMISSIONER COMMENTS

BONE - ABSENT

LEIGEB - NO COMMENT

KEENAN - NO COMMENT

GEISLER - NO COMMENT

DORRIEN - ABSENT

MCGILLIVRAY - SPOKE RE: RECOUNT PROCESS AND THAT TRAINING OPPORTUNITIES ARE GREAT

FINLEY - NO COMMENT.

ANY OTHER BUSINESS TO COME BEFORE THE COMMITTEE:

Motion by Commissioner Bone supported by Commissioner Keenan to adjourn at 10:58
Motion carried.

MEETING IS ADJOURNED UNTIL FRIDAY, SEPTEMBER 12, 2014 AT 8:00 A.M., TO MEET IN A SPECIAL SESSION OF THE BOARD OF COMMISSIONERS AND FOR THE COMMITTEES TO RESUME THEIR DUTIES.

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