

**WAYS AND MEANS PERSONNEL/HUMAN SERVICES
COMMITTEE OF THE WHOLE
AGENDA**

TUESDAY, MARCH 11, 2025

4:00 PM

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I. CALL TO ORDER (COMMITTEE CHAIR CRETE)**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. CHANGES TO AGENDA**
- V. APPROVAL OF AGENDA**
- 30-33 VI. MINUTES (2/11/25)**
- VII. PUBLIC INPUT**
- VIII. PETITIONS AND COMMUNICATIONS**
 - 1-3 A. Frankenlust Township – Bay Valley Commercial Rehabilitation District Public Notice (Receive)**
 - 4-5 B. Personnel Director: Addition of Continuous Glucose Monitors (CGM) and Insulin Pumps to Pharmacy Benefit Plan (Seeking Board approval of the addition of continuous glucose monitors (CGM) and insulin pumps to the pharmacy benefit plan with Employee Health Insurance Management, Inc. (EHIM); authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)**
 - C. Finance**
 - 6 1. Analysis of General Fund Equity 2025 (Receive)**
 - 7-8 2. Update Regarding Executive Directive #2007-11 (Receive)**
 - 9-11 3. Purchasing: RFP Bid Award for Central Dispatch Uninterrupted Power Supply Replacement to Bay Valley Electric (Seeking Board to receive the notification of intent to award RFP; authorization for Board Chair to sign all documents related**

to the bid award; approval of required budget adjustments – proposed resolution attached)

12-14 4. DebtBook Software Agreement 2025 (Seeking Board approval of the Agreement with DebtBook software for a three (3) year lease; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)

15-17 5. Rehmann Robson Letter of Understanding (Seeking Board approval of the Engagement Letter of Understanding/Change Order with Rehmann Robson for preparation of F-65 Form with the cost not to exceed \$5,000; authorization for Board Chair to sign; approval of required budget adjustments – proposed resolution attached)

18 D. Payables – General (Proposed resolution attached)

E. Office of Assigned Counsel

19-21 1. December 2024 Report (Receive)

22-25 2. 2024 End of Year Report (Receive)

26-28 3. January 2025 Report (Receive)

IX. REFERRALS

X. UNFINISHED BUSINESS

XI. NEW BUSINESS

XII. CLOSED SESSION - Pursuant to MCL 15.268(1)(h) to discuss the written legal opinion of outside TIFA Counsel Kevin Kilby to discuss the Bay Valley Brownfield Redevelopment TIF Proposal

XIII. MISCELLANEOUS

XIV. ANNOUNCEMENTS

XV. ADJOURNMENT

PLEASE NOTE THE CHANGE: The Committee Chair has requested that any Elected Official or Department/Division Head placing an item on the agenda be present or have a representative present to speak to their request and answer any questions posed by Committee members. **Attending the Full Board meeting is unnecessary if the request is approved unanimously at the Committee meeting unless otherwise directed.**

If any participants plan to be present via Zoom, please contact Nick Paige prior to the meeting (paigen@baycountymi.gov).

[Join Zoom Meeting](#)

<https://us02web.zoom.us/j/81694266170>

Meeting ID: 816 9426 6170

Passcode: 547697

One tap mobile

+13126266799,,81694266170#,,,,*547697# US (Chicago)

+19292056099,,81694266170#,,,,*547697# US (New York)

The County of Bay will provide necessary and reasonable auxiliary aids and services such as signers for the hearing impaired and audio tapes of printed materials to individuals with disabilities upon 10 days' notice to the County of Bay. Individuals with disabilities requiring auxiliary aids or services should contact the County of Bay by writing or calling:

Amber Davis-Johnson, ADA Coordinator

Corporation Counsel

515 Center Avenue

Fourth Floor, Bay County Building

Bay City, MI 48708

989-895-4130

FRANKENLUST TOWNSHIP
Township Attorney

TO THE OWNERS OF PROPERTY WITHIN A PROPOSED COMMERCIAL
REHABILITATION DISTRICT AND THE COUNTY OF BAY

Please take notice that the Board of Trustees of the Township of Frankenlust will conduct a Public Hearing on March 11, 2025 @ 4:00 p.m. in the meeting room of the Frankenlust Township Hall located at 2401 Delta Road, Bay City, Michigan, to consider, on its own initiative, the formation of a Commercial Rehabilitation District pursuant to Public Act 210 of 2005, as amended.

The area to comprise the district is the former and current Bay Valley Resort property, which is parcel number 030-002-400-050-00, 030-002-400-050-07, 030-002-400-050-08 with an address of 2470 Old Bridge Road, Bay City, Michigan 48706.

You are welcome to attend and express your views regarding the formation of a Commercial Rehabilitation District for this parcel of property or have others attend on your behalf and express your views for you. Written comments can be received no later than 12:00 p.m., March 10, 2025, at the Township Hall, 2401 Delta Road, Bay City, Michigan.

Pursuant to the ADA, individuals with disabilities may request aid/services within a reasonable period to participate in the meeting. Contact the Frankenlust Township Clerk, Dee Ann LaPan, by writing or calling: 2401 Delta Road, Bay City MI 48706 or (989) 686-5300.

Dee Ann LaPan
Frankenlust Township Clerk

**NOTICE TO COUNTY AND PROPERTY OWNERS WITHIN THE PROPOSED BAY VALLEY
COMMERCIAL REHABILITATION DISTRICT**

**THE FRANKENLUST TOWNSHIP BOARD PROPOSES TO ESTABLISH THE
BAY VALLEY COMMERCIAL REHABILITATION DISTRICT FOR THE REDEVELOPMENT OF
THE BAY VALLEY RESORT AND ASSOCIATED PARCELS LOCATED IN FRANKENLUST
TOWNSHIP, MICHIGAN**

Pursuant to the Commercial Rehabilitation Act, Act 210, Public Acts of the State of Michigan of 2005, as amended (the "Act"), the legislative body of a qualified local governmental unit may establish a Commercial Rehabilitation District. Frankenlust Township is a qualified local governmental unit under the Act.

In order to encourage investment and redevelopment in Frankenlust Township, the Frankenlust Township Board is proposing to establish the Bay Valley Commercial Rehabilitation District (the "District") pursuant to the Act. The proposed District includes three parcels currently identified as 030-002-400-050-00 (166.15 acres per assessment records), 030-002-400-050-07 (4.44 acres per assessment records), and 030-002-400-050-08 (2.16 acres per assessment records), all situated in Frankenlust Township, County of Bay, State of Michigan. A map showing the proposed District is included with this notice as Attachment A for reference.

This document is notification, as required by the Act, to Bay County and owners of real property within the proposed Bay Valley Commercial Rehabilitation District of Frankenlust Township's intent to consider the establishment of the Bay Valley Commercial Rehabilitation District.

The Resolution to establish the Bay Valley Commercial Rehabilitation District will be considered at the regular meeting of the Frankenlust Township Board on March 11, 2025 at 4:00 PM, at Frankenlust Township Hall 2401 Delta Rd. Bay City, MI 48706. During this meeting, the Frankenlust Township Board will hear public comments, determine if the proposed District meets the requirements of the Act, and consider approving establishment of the District. Anyone wishing to provide comments may attend the hearing or provide a written comment by mail to 2401 Delta Rd. Bay City, MI 48706.



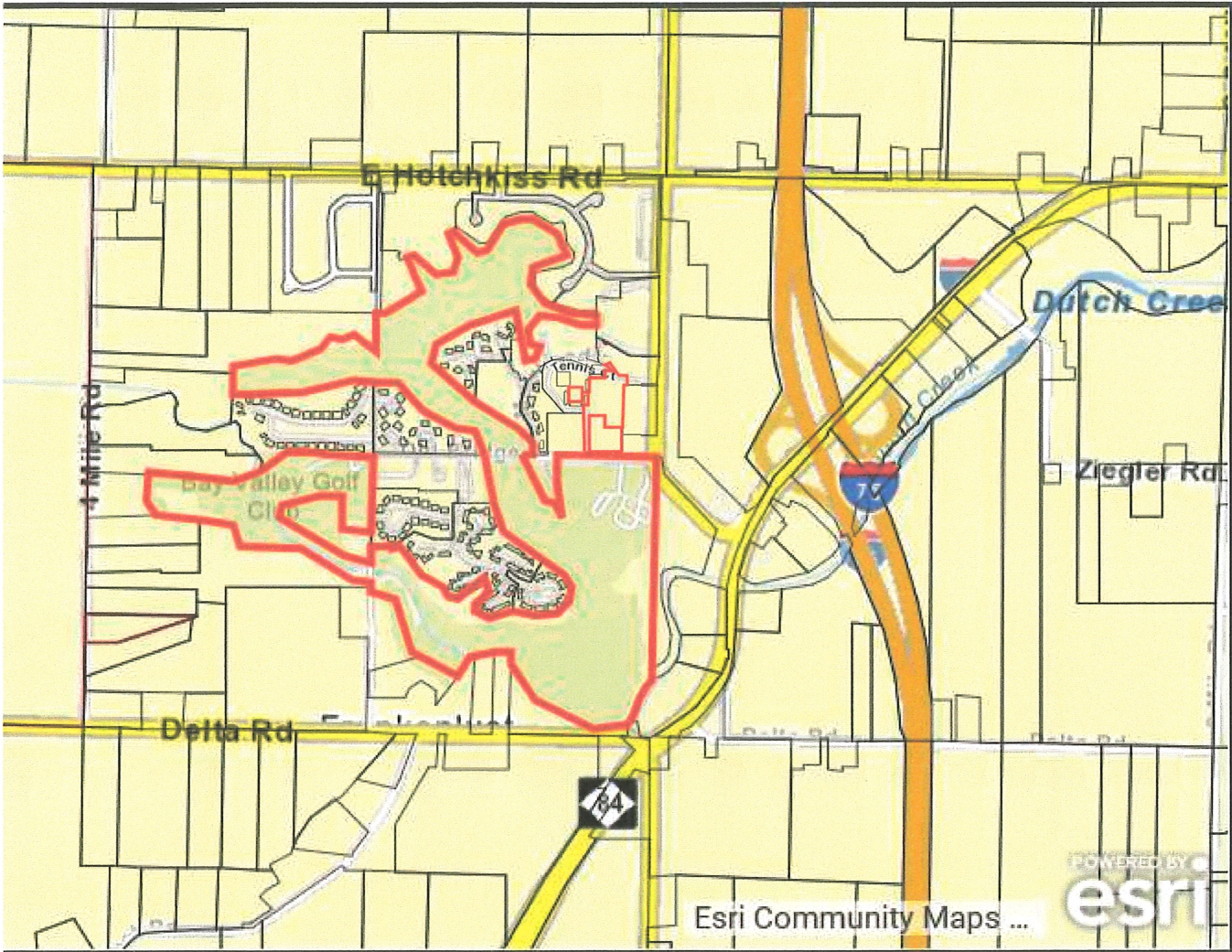
February 25, 2025
Dee Ann Lapan
Frankenlust Township Clerk

ATTACHMENT A

Bay Valley Commercial Rehabilitation District

Map

030-002-400-050-00 (166.15 acres per assessment records), 030-002-400-050-07 (4.44 acres per assessment records), and 030-002-400-050-08 (2.16 acres per assessment records)



District Boundaries



**BAY COUNTY
PERSONNEL & EMPLOYEE RELATIONS**

James A. Barcia
County Executive

Tiffany Jerry
Director
jerryt@baycountymi.gov

To: Jerome Crete, Chairperson, Committee of the Whole
From: Tiffany Jerry, Director of Personnel and Employee Relations
Date: February 20, 2025
RE: EHIM DME

Please consider the following for the agenda of your next committee meeting scheduled for March 4, 2025.

REQUEST:

We are requesting to add Continuous Glucose Monitors (CGM) and Insulin Pumps to the pharmacy benefit plan.

BACKGROUND:

CGM and Insulin Pumps are currently provided coverage for under our medical plan. BCBSM DME providers do not carry Dexcom or Omni pods and the manufacturer cannot bill medical plans for this. It is common for plans to offer coverage for these items under the pharmacy plans to provide greater access to members. It's imperative that members are able to access these items to avoid further health complications.

FINANCE/ECONOMICS:

This change does not add additional expense; it simply changes the billing method to the pharmacy plan to provide greater access. Funds are currently budgeted in the health care fund, no additional funds are necessary.

RECOMMENDATION:

Upon review of corporation counsel, please forward to the Board of Commissioners for approval.

Cc: James Barcia
Amber Johnson
Rebecca Marsters
Katie Spyhalski

BAY COUNTY BOARD OF COMMISSIONERS

MARCH 18, 2025

RESOLUTION

BY: COMMITTEE OF THE WHOLE (3/11/2025)

WHEREAS, Continuous glucose monitors (CGM) and insulin pumps are currently provided coverage under the Bay County medical plan; and

WHEREAS, BCBSM DME providers do not carry Dexcom or Omni pods and the manufacturer cannot bill medical plans for this; and

WHEREAS, It is common for plans to offer coverage for these items under the pharmacy plans to provide greater access to members. It’s imperative that members are able to access these items to avoid further health complications; and

WHEREAS, The requested change does not add additional expense; it simply changes the billing method for the pharmacy plan to provide greater access. Funds are currently budgeted in the health care fund and no additional funds are necessary; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the addition of continuous glucose monitors (CGM) and insulin pumps to the pharmacy benefit plan with Employee Health Insurance Management, Inc. (EHIM); Be It Further

RESOLVED That the Chairman of the Board is authorized to execute any necessary documentation or amendment to add this coverage with EHIM on behalf of Bay County following Corporation Counsel review and approval; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

JEROME CRETE, CHAIR
AND COMMITTEE

Personnel – Addition of Continuous Glucose Monitors (CGM) and Insulin Pumps to Pharmacy Benefit Plan - EHIM

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

2024 Fund Balance
\$9,903,861
\$1,824,885
\$2,723,731
<u>\$14,452,477</u>
(\$2,723,731)

Description	Journal Number	2024 Fund Balance
Unassigned Fund Balance or (Deficit) 12/31/2023		
Previous years Assigned Fund Balance for P.O.'s*		
Assigned Fund Balance for designation to balance 2024 budget		
Unassigned & Assigned Fund Balance or (Deficit) at 12/31/2023		
2024 Budgeted Surplus (Deficit)		
BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH DECEMBER 2024		
Increase 2024 budget for MSU Extension 2024 Budget. BOC approved per Resolution 2023-228	24-01-238	-124,238
Increase 2024 budget for MMRMA risk management insurance 7.1% increase. BOC approved this B.A. per Resolution 2023-237	24-01-235	-46,736
Decrease use of G.F. balance due to duplicate entry of one position in the Sheriff budget. BOC approves of this correction of a budget per Resolution 2023-241	24-01-237	105,893
Budget for LeadsOnline software for the Sheriff Dept. BOC approved this B.A. per Resolution 2023-185	24-01-472	-4,000
Budget for a 2023 P.O. rolled over for the Sheriff Dept. for a vehicle that the vendor never provided. BOC approved B.A. per Resolution 2023-241	24-01-547	-47,524
Budget for an increase due to new vehicle purchase prices increasing. BOC approved this B.A. per Resolution #2024-13	24-02-294	-14,500
Increased Juvenile Home budget for purchase of laundry equipment. BOC approved this B.A. per Resolution #2024-23	24-03-032	-6,000
Budget for Juvenile Home repairs. BOC approved this B.A. per Resolution #2024-22	24-03-033	-26,000
Budget for a 2023 P.O. rolled over for the elevator replacement project. BOC approved this B.A. for this project by Resolution #2024-02*	24-03-218	-978,000
Correct the budget for Transportation asset management grant. BOC approved this B.A. by Resolution 2023-156	24-03-412	18,008
Correct the 2024 Civic Arena budget by removing a budgeted expense not needed. BOC approved this B.A. by Resolution 2023-241	24-03-116	2,500
Increase ISD 2024 budget for the additional cost to implement the lease tracking software. BOC approved of this B.A. per Resolution 2024-41	24-03-409	-2,500
Increase the budget for the price increase for Delta College fitness agreement. BOC approved this B.A. by Resolution 2023-188	24-03-411	-40
Budget for temporary help for the Treasurer's Office. BOC approved this B.A. per Resolution 2024-28	24-04-284	-6,000
Budget for open 2023 P.O.'s rolled over into the year 2024. BOC approved per Resolution 2023-241*	24-04-368	-926,506
To roll over the remaining \$8,899 revenue from 5-26-23 sale of a boat to purchase a trailer for a marine boat. BOC approved per Resolution 2023-241	24-05-369	-6,899
Increase 2024 Sheriff Marine Patrol & Dive Team budget to ensure 24-7 emergency coverage purchase equipment. BOC approved per Resolution 2024-98	24-06-286	-30,000
Correct Child Care Fund budget record additional grant revenue. BOC approved per Resolution 2024-126	24-09-049	43,750
Increase Civic Arena and Community Center 2024 budget for purchase of Daysmarf software and credit card machines. BOC approved per Resolution 2024-79	24-10-182	-8,000
Increase convention/tourism tax distribution budgeted revenue amount. BOC approved per Resolution 2023-241 11C	24-12-663	225,000
Increase 2024 budget for the new child care fund truancy grant program. BOC approved per resolution 2023-241 11C.	24-12-626	-7,328
Correct 2024 drain office budget for temporary position. BOC approved per resolution 2023-241 11C.	24-12-628	-16,000
Correction of MI Department of Human Services budget. BOC approved per resolution 2023-241 11C.	24-12-630	-14,350
Correct medical examiners 2024 budget due to more autopsies required. BOC approved per resolution 2023-241 11C.	24-12-661	-24,000
Correction of a budget for GASB 96 for software subscriptions. BOC approved per Resolution 2023-241 11C.	24-12-690	-10,600
FEBRUARY 24, 2025		
Estimated Unassigned Fund Balance or (Deficit) 02/24/2025		
		<u>-1,904,070</u>
		<u>\$9,824,676</u>



**BAY COUNTY
FINANCE DEPARTMENT**

James A. Barcia
County Executive

Scott E. Trepkowski
Finance Officer
trepkowskis@baycountymi.gov

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycountymi.gov

Nicole Putt
Purchasing
puttn@baycountymi.gov

Julie A. O'Malley
Information Systems Manager
omalleyj@baycountymi.gov

TO: Jerome Crete, Chairperson
Committee of the Whole

FROM: Scott E. Trepkowski, Finance Officer

DATE: February 25, 2025

RE: Executive Directive #2007-011

REQUEST:

Please place this memo on March 4, 2025, Committee of the Whole Agenda for your committee's information.

BACKGROUND:

On February 11, 2025, an email was sent requesting departments 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 communication, the following are the updates to the previous correspondence:

- 1. The federal/state grantor agencies that have responded to department's requests indicate that funding levels for the federal/state grants with regard to fiscal year 2024 and/or 2025 appear to have no changes except what is noted below:

Bay County Department of Veteran Affairs – County Veteran Service Grant received notice of a \$29,584.76 grant reduction for the funding period of October 1, 2024, to September 30, 2025.

	Org	2023 – 2024 Grant Award
County Veteran Service Grant(CVSF)	29368450	\$99,922.76 -29,584.76 \$70,338.00

Representatives from Bay County Department of Veterans Affairs will attend the Committee of the Whole meeting.

RECOMMENDATION:

To receive.

cc: Jim Barcia, County Executive
Kim Priessnitz, Assistant Finance Officer
Matthew Beaver, Director of Bay County Department of Veterans Affairs
Mark Kaczmarek, County Veteran Service Officer



**BAY COUNTY
FINANCE DEPARTMENT**

James A. Barcia
County Executive

Scott Trepkowski
Finance Officer
trepkowskis@baycountymi.gov

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycounty.net

Nicole M. Putt
Purchasing
moorefa@baycounty.net

Julie A. O'Malley
Information Systems Manager
omalleyj@baycounty.net

February 25, 2025

To: Committee of the Whole

From: Nicole Putt
Purchasing Agent

RE: RFP 2024-25 Central Dispatch Uninterrupted Power Supply Replacement

Commissioners,

REQUEST:

Receive the notification of intent to award the abovementioned bids and authorize the Board Chair to sign all documents relating to this award after review by Corporation Counsel.

BACKGROUND:

This bid was released on October 8, 2024, on the print and online editions of MLive, the County Facebook, Webpage and TV station; as well as BidNet and SmartProcure two national/international bid cooperatives.

The vendor responses were opened on October 18, 2024, we received five (5) responses from J.Ranck Electric, ORE Power, Escon Group, Battery Backup Systems, and Bay Valley Electric. All vendors were deemed responsive.

During the review of the bid submissions both the Finance Department and Information Central Dispatch Department determined the best value to be Bay Valley Electric as it is the overall best value to the County.

The pricing breakdown is as follows:

Vendor	UPS	Delivery	Removal of Old Equipment	Total Bid Cost
J. Ranck Electric	\$38,319.00	\$556.00	\$1,625.00	\$40,500.00
ORE Power LLC	\$35,495.00	\$1,000.00	\$5,000.00	\$41,495.00
Bay Valley Electric	\$44,264.62	Included	Included	\$44,264.62

Escon Group	\$43,750.00	\$1000.00	\$600.00	\$45,350.00
Battery Backup System, Inc	\$52,300.00	\$1,200.00	\$3,000.00	\$56,500.00

Recommendation: Receive the award of this RFP and authorize the Board Chair to sign all documents relating to the award of this bid after review by Corporation Counsel and to approve all future budget adjustments relating to this award.

cc: Jim Barcia, Scott Trepkowski, Amber Davis-Johnson, Ryan Gale

BAY COUNTY BOARD OF COMMISSIONERS

MARCH 18, 2025

RESOLUTION

BY: COMMITTEE OF THE WHOLE (3/11/2025)

WHEREAS, On October 8, 2024, a bid was published on the print and online editions of MLive, the Bay County Facebook, Webpage and TV station; as well as BidNet and SmartProcure, two national/international bid cooperatives; and

WHEREAS, Vendor responses were opened on October 18, 2024, and Bay County received five (5) responses from J.Ranck Electric, ORE Power, Escon Group, Battery Backup Systems, and Bay Valley Electric. All vendors were deemed responsive; and

WHEREAS, During the review of the bid submissions, both the Bay County Finance Department and Central Dispatch Department determined that Bay Valley Electric was the best overall value for Bay County; and

WHEREAS, The pricing breakdown is as follows:

Vendor	UPS	Delivery	Removal of Old Equipment	Total Bid Cost
J. Ranck Electric	\$38,319.00	\$556.00	\$1,625.00	\$40,500.00
ORE Power LLC	\$35,495.00	\$1,000.00	\$5,000.00	\$41,495.00
Bay Valley Electric	\$44,264.62	Included	Included	\$44,264.62
Escon Group	\$43,750.00	\$1000.00	\$600.00	\$45,350.00
Battery Backup System, Inc	\$52,300.00	\$1,200.00	\$3,000.00	\$56,500.00

RESOLVED That the Bay County Board of Commissioners receives the notification of intent to award the Request for Proposal (RFP 2024-25) Bid Award for the Central Dispatch Uninterrupted Power Supply Replacement to Bay Valley Electric and authorizes the Chairman of the Board to sign all documents related to the bid award following Corporation Counsel review and approval; Be It Finally

RESOLVED That any related budget adjustments, if required, are approved.

**JEROME CRETE, CHAIR
AND COMMITTEE**

Purchasing - RFP Bid Award - Central Dispatch Uninterrupted Power Supply Replacement to Bay Valley Electric

MOVED BY COMM. _____
SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:
ROLL CALL: YEAS___ NAYS___ EXCUSED___
VOICE: YEAS___ NAYS___ EXCUSED___
DISPOSITION: ADOPTED___ DEFEATED___ WITHDRAWN___
 AMENDED___ CORRECTED___ REFERRED___ NO ACTION TAKEN___



**BAY COUNTY
FINANCE DEPARTMENT**

James A. Barcia
County Executive

Scott E. Trepkowski
Finance Officer
trepkowskis@baycountymi.gov

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycountymi.gov

Nicole Putt
Purchasing
puttn@baycountymi.gov

Julie A. O'Malley
Information Systems Manager
omalleyj@baycountymi.gov

TO: Jerome Crete, Chairperson
Ways and Means Committee

FROM: Scott Trepkowski, Finance Officer

DATE: February 14, 2025

RE: Fifth Asset, Inc. (DebtBook) Software

A handwritten signature in black ink that reads "Scott Trepkowski".

REQUEST:

To renew the contract for the software program DebtBook for 3 years which assists with tracking requirements for GASB 87 and 96 compliance.

BACKGROUND:

Prior to 2024, The Finance Department's accountant has been tracking leases using spreadsheets. In 2024, the accounting department purchased DebtBook on a one-year contract for \$8,000 plus an implementation fee of \$1,500. The purchase of this software streamlined that process, centralized the information in one place, and simplified the yearly reporting process. Other departments can utilize the features of this program at no additional cost. DebtBook also provides premium support which takes care of contract review and data entry, saving the County time compiling reports during the audit process.

ECONOMICS:

Currently, this expense is budgeted for 2025. The lease breakdown is as follows: Year 1 costs \$8,400, Year 2 costs \$8,700, and Year 3 costs \$9,000, resulting in a total lease cost of \$26,100 over three years. Additionally, the annual fee for support is \$1,250 per year, which would total \$3,750 over the 3-year contract. Choosing the 3-year lease guarantees an increase of 3.5%, whereas continuing with an annual lease can result in increases of 5% to 10% each year.

RECOMMENDATION:

To approve the purchase of the DebtBook software on a 3-year lease, authorize the signing of any necessary agreements for the purchase and implementation, and approve any budget adjustment if needed.

cc: Jim Barcia, County Executive
Amber Davis-Johnson, Corporation Counsel
Julie O'Malley, Information Systems Manager
Kimberly Priessnitz, Assistant Finance Officer
County Commissioners

BAY COUNTY BOARD OF COMMISSIONERS

MARCH 18, 2025

RESOLUTION

BY: COMMITTEE OF THE WHOLE (3/11/2025)

WHEREAS, Prior to 2024, the Bay County Finance Department's accountant managed lease tracking through spreadsheets. In 2024, the department transitioned to DebtBook, signing a one-year contract for \$8,000, with an additional \$1,500 implementation fee; and

WHEREAS, The purchase of DebtBook software streamlined that process, centralized the information in one location, and simplified the annual reporting. Other departments can utilize the features of this program at no additional cost; and

WHEREAS, DebtBook assists with tracking requirements for GASB 87 and 96 compliance and provides premium support, which includes contract review and data entry, saving Bay County time during the audit process; and

WHEREAS, This expense is budgeted for 2025. The lease breakdown is as follows: Year 1 costs \$8,400, Year 2 costs \$8,700, and Year 3 costs \$9,000, resulting in a total lease cost of \$26,100 over three years; and

WHEREAS, Additionally, the annual fee for support is \$1,250 per year, which would total \$3,750 over the 3-year contract. Selecting the 3-year lease ensures an increase of 3.5%, whereas continuing with an annual lease may result in increases of 5% to 10% each year; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Agreement for DebtBook software for a three (3) year lease and authorizes the Chairman of the Board to execute the Agreement for the purchase and implementation of DebtBook Software and any related documents, on behalf of Bay County (Finance), following Corporation Counsel review and approval; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

JEROME CRETE, CHAIR
AND COMMITTEE

Finance – DebtBook Software Agreement

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___



**BAY COUNTY
FINANCE DEPARTMENT**

James A. Barcia
County Executive


Scott E. Trepkowski
Finance Officer
trepkowskis@baycountymi.gov

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycountymi.gov

Nicole Putt
Purchasing
puttn@baycountymi.gov

Julie A. O'Malley
Information Systems Manager
omalleyj@baycountymi.gov

TO: Jerome Crete, Chairperson
Committee of the Whole

FROM: Scott E. Trepkowski 
Finance Officer

DATE: February 24, 2025

RE: Bay County Audit F-65 Form

REQUEST:

Please place this memo on the Agenda for the Committee of the Whole.

BACKGROUND:

As part of the 2024 Annual Audit, the Bay County Finance Department prepares the State of Michigan Form F-65 called the Annual Local Unit Fiscal Report. The F-65 Report matches the audited financial statement numbers and is due on the same day that Bay County's 2024 Comprehensive Annual Financial Report is due, June 30, 2025. Because of the dual requirements at the same time the Finance Department is requesting the Bay County Auditors, Rehmann Robson, prepare the F-65 Form on behalf of the County.

ECONOMICS:

The Bay County Finance Department requested a quote for this additional service from the Auditors. Rehmann Robson has verified they will prepare Form F-65 for \$5,000. The 2025 Budget has funds to cover this expense under the Board of Commissioners audit fees expense line item. The F-65 expense was noted in the 2025 Budget under the text notes of the BOC audit fees line item.

RECOMMENDATION:

That this request be approved and be referred to the full Board for final approval after Corporation Counsel reviews and approves the Rehmann Robson engagement letter of understanding/Change Order for the F-65 with a cost not to exceed \$5,000. Funding exists under the Board of Commissioners audit fees expense line item in the 2025 budget.

cc: Tim Banaszak, Board Chairperson
Jim Barcia, County Executive
Amber Johnson, Corporation Counsel
Tiffany Jerry, Personnel Director
Kimberly Priessnitz, Assistant Finance Officer

BAY COUNTY BOARD OF COMMISSIONERS

MARCH 18, 2025

RESOLUTION

- BY:** COMMITTEE OF THE WHOLE (3/11/2025)
- WHEREAS,** As part of the 2024 Annual Audit, the Bay County Finance Department prepares the State of Michigan Form F-65, known as the Annual Local Unit Fiscal Report; and
- WHEREAS,** The F-65 Report aligns the audited financial statement numbers and is due on the same date as Bay County's 2024 Comprehensive Annual Financial Report is due: June 30, 2025; and
- WHEREAS,** Due to these dual requirements, the Finance Department is requesting that Bay County Auditors, Rehmann Robson, prepare the F-65 Form on behalf of Bay County; and
- WHEREAS,** The Bay County Finance Department requested a quote for this additional service from the auditors and Rehmann Robson has confirmed that they will prepare Form F-65 for \$5,000; and
- WHEREAS,** The 2025 Budget includes funds to cover the expense under the Board of Commissioners audit fees expense line item, with the F-65 expense noted in the text notes of the BOC audit fees section; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves the Engagement Letter of Understanding/Change Order with Rehmann Robson for the preparation of the state-required F-65 Form with the cost not to exceed \$5,000; Be It Further
- RESOLVED** That the Chairman of the Board is authorized to execute said Letter of Understanding/Change Order on behalf of Bay County following Corporation Counsel review and approval; Be It Finally
- RESOLVED** That any related budget adjustments, if required, are approved.

JEROME CRETE, CHAIR
AND COMMITTEE

Finance – Bay County Audit F-65 Form – Rehmann Robson

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

BAY COUNTY BOARD OF COMMISSIONERS

MARCH 18, 2025

RESOLUTION

BY: COMMITTEE OF THE WHOLE (3/11/2025)

RESOLVED That the Bay County Board of Commissioners hereby approves the claims against the County as follows:

ACCOUNTS PAYABLE:

2/12/2025	\$320,071.41
2/12/2025	\$203,517.75
2/20/2025	\$549,106.98
2/26/2025	\$595,571.76
3/5/2025	\$619,675.21

JEROME CRETE, CHAIR
AND COMMITTEE

Payables

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
KATHY NIEMIEC				LARRY BESON				JEROME CRETE			
TIM BANASZAK				CHRISTOPHER T. RUPP							
VAUGHN J. BEGICK				JESSE DOCKETT							

VOTE TOTALS:

ROLL CALL: YEAS ___ NAYS ___ EXCUSED ___

VOICE: YEAS ___ NAYS ___ EXCUSED ___

DISPOSITION: ADOPTED ___ DEFEATED ___ WITHDRAWN ___

AMENDED ___ CORRECTED ___ REFERRED ___ NO ACTION TAKEN ___

**OFFICE OF ASSIGNED COUNSEL
MONTHLY REPORT
DECEMBER, 2024**

		Dec. 2022	Dec. 2023	Dec. 2024
Total Number of Arraignments:		243	221	218
C.C. FEL/VOP/PPO	11			
C.C. VOB/FTA/OSC	3			
Felony	50			
Traffic	41			
Misdemeanors	55			
Arraign. Only	14			
D.C. VOB/FTA/OSC/FTP	33			
Arraign. in DC by Retained	4			
Arraign. in DC IPP	0			
Arraign. in DC by Assign. Atty.	7			
Total Number of Referrals:		183	194	269
C.C. FEL/VOP/PPO	46			
Felony	68			
Misd.	96			
Traffic	59			
Total Number of Assignments:		181	188	266
C.C. FEL/VOP/PPO	46			
Felony	68			
Misd.	96			
Traffic	56			
Total Number of Defendants denied Court Appointed Counsel:		2	6	3
C.C. FEL/VOP/PPO	0			
Felony	0			
Misd.	0			
Traffic	3			

ARRAIGNMENTS

JEFF MARTIN

		Dec. 2022	Dec. 2023	Dec. 2024
Total Arraignments:		135	59	70
Felonies	17			
Misd.	27			
Traffic	6			
Arraign. Only	6			
VOB/FTA/OSC/FTP	14			
Settled at Arraignment	0			

GARSKE/HEWITT

		Dec. 2022	Dec. 2023	Dec. 2024
Total Arraignments:		75	125	123
Felonies	33			
Misd.	28			
Traffic	35			
Arraign. Only	8			
VOB/FTA/OSC/FTP	19			
Settled at Arraignment	0			

CIRCUIT COURT

		Dec. 2022	Dec. 2023	Dec. 2024
Total Arraignments:		20	26	14
		Arraigned by Assigned Attorney	Arraigned by Retained Attorney or IPP	Assigned without an Arraignment
C.C. FEL/VOP/PPO	11	11	0	35
C.C. VOB/FTA/OSC	3	3	0	

ASSIGNMENTS

There were a total of **266** defendants assigned

ANDREA LABEAN

Dec. 2022	Dec. 2023	Dec. 2024
22	16	54

Assignments:

		Arraigned by LaBean/POLTORAK	Arraigned by LaBean on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	17	2		15
Felonies	8	1		6
Misd.	24			24
Traffic	5			5

There were a total of **266** assignments on felonies, misdemeanors, traffic & violations of probation, which the Andrea LaBean was assigned.
 54 or 20%

CHRISTOPHER JOHNSON

Dec. 2022	Dec. 2023	Dec. 2024
29	19	5

Assignments:

		Arraigned by Johnson	Arraigned by POLTORAK on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0		3	
Felonies	3			
Misd.	2	1		
Traffic	0			

There were a total of **266** assignments on felonies, misdemeanors, traffic & violations of probation, which the Christopher Johnson was assigned.
 5 or 2%

MICHAEL KANUSZEWSKI

Dec. 2022	Dec. 2023	Dec. 2024
53	27	0

Assignments:

		Arraigned by Kanuszewski	Arraigned by Kanuszewski on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	0			
Misd.	0			
Traffic	0			

There were a total of **266** assignments on felonies, misdemeanors, traffic & violations of probation, which the Michael Kanuszewski was assigned.
 0 or 0%

MICHAEL HUBER

Dec. 2022	Dec. 2023	Dec. 2024
0	15	18

Assignments:

		Arraigned by Huber/POLTORAK	Arraigned by Huber on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	2	2		
Felonies	12			1
Misd.	2			
Traffic	2			1

There were a total of **266** assignments on felonies, misdemeanors, traffic & violations of probation, which the Michael Huber was assigned.
 18 or 7%

AARON HETHERINGTON

Dec. 2022	Dec. 2023	Dec. 2024
20	20	18

Assignments:

		Arraigned by Hetherington/POLTORAK	Arraigned by Hetherington on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	2	2		
Felonies	13			3
Misd.	1			
Traffic	2	1		

There were a total of **266** assignments on felonies, misdemeanors, traffic & violations of probation, which the Aaron Hetherington was assigned.
 18 or 7%

ANDREW BONNELL

Dec. 2022 Dec. 2023 Dec. 2024

Assignments: 44 17 27

		Arraigned by Bonnell	Arraigned by Bonnell on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	0			
Misd.	19			
Traffic	8	1		

There were a total of **266** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Andrew Bonnell** was assigned 27 or 10%.

ROSTER ATTORNEYS

Dec. 2022 Dec. 2023 Dec. 2024

Assignments: 13 74 144

		Arraigned by Assigned Attorney	Arraigned by Assigned Attorney on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	25	5		20
Felonies	32			7
Misd.	48	2		14
Traffic	39	1		6

Settle 1 @ Arraignment

There were a total of **266** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Roster Attorneys** were assigned 144 or 54%.

RETAINED ATTYS.

IPP

DENIED

ASSIGNED W/OUT ARRAIGN

C.C. FEL/VOP/PPO	
C.C. VOB/FTA/OSC	

C.C. FEL/VOP/PPO	
C.C. VOB/FTA/OSC	

C.C. FEL/VOP/PPO	
Felonies	
Misd.	
Traffic	3
Total Denied	3

Assigned w/o Arraign. C.C.	35
Assigned w/o Arraign. D.C.	67

Felonies	3
Misd.	
Traffic	1
D.C. VOB/FTA/OSC	

Felonies	
Misd.	
Traffic	
D.C. VOB/FTA/OSC	

WAIVED ATTORNEY	0
-----------------	---

Total Arraignments In	
Dist. Ct. By Retained	4

Total Arraignments In	
Dist. Court IPP	0

**OFFICE OF ASSIGNED COUNSEL
MONTHLY REPORT
YEAR TO DATE, 2024**

				2022	2023	2024
Total Number of Arraignments:				2859	3022	3145
C.C. FEL/VOP/PPO	191	Felony	589			
C.C. VOB/FTA/OSC	74	Misdemeanors	736			
				Traffic 637		
Arraign. Only	169	Arraign. in DC by Retained	65			
D.C. VOB/FTA/OSC/FTP	629	Arraign. in DC IPP	9			
				Arraign. in DC by Assign. Atty. 46		
Total Number of Referrals:				2321	2377	2452
C.C. FEL/VOP/PPO	230	Misd.	863			
Felony	640	Traffic	719			
Total Number of Assignments:				2309	2355	2416
C.C. FEL/VOP/PPO	229	Misd.	845			
Felony	639	Traffic	703			
Total Number of Defendants denied Court Appointed Counsel:				12	22	36
C.C. FEL/VOP/PPO	1	Misd.	18			
Felony	1	Traffic	16			

ARRAIGNMENTS

JEFF MARTIN

				2022	2023	2024
Total Arraignments:				1452	1326	1319
Felonies	293					
Misd.	368					
Traffic	264					
Arraign. Only	84	Settled at Arraignment	18			
VOB/FTA/OSC/FTP	310					

GARSKE/HEWITT

				2022	2023	2024
Total Arraignments:				1045	1243	1437
Felonies	272					
Misd.	368					
Traffic	373					
Arraign. Only	85	Settled at Arraignment	2			
VOB/FTA/OSC/FTP	315					

CIRCUIT COURT

				2022	2023	2024
Total Arraignments:				195	306	265
C.C. FEL/VOP/PPO	191	Arraigned by Assigned Attorney	183			
		Arraigned by Retained Attorney or IPP	7			
		Assigned without an Arraignment	48			

ASSIGNMENTS

There were a total of **2416** defendants assigned

ANDREA LABEAN

Assignments: **2022** **2023** **2024**
343 **213** **136**

		Arraigned by LaBean	Arraigned by LaBean on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	36	18	6	18
Felonies	44	1	0	8
Misd.	34	0	0	25
Traffic	22	2	0	5

There were a total of **2416** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Andrea LaBean** was assigned.
136 or **6%**

CHRISTOPHER JOHNSON

Assignments: **2022** **2023** **2024**
88 **218** **185**

		Arraigned by Johnson	Arraigned by Johnson on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	31	28	21	2
Felonies	124	4	0	2
Misd.	20	4	0	1
Traffic	10	0	0	1

There were a total of **2416** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Christopher Johnson** was assigned.
185 or **8%**

MICHAEL KANUSZEWSKI

Assignments: **2022** **2023** **2024**
455 **432** **390**

		Arraigned by Kanuszewski	Arraigned by Kanuszewski on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	2	2	0	0
Felonies	11	0	0	0
Misd.	239	3	0	2
Traffic	138	4	0	2

There were a total of **2416** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Michael Kanuszewski** was assigned.
390 or **16%**

MICHAEL HUBER

Assignments: **2022** **2023** **2024**
123 **123** **160**

		Arraigned by Huber	Arraigned by Huber on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	8	7	8	1
Felonies	129	5	1	1
Misd.	14	1	0	1
Traffic	9	0	0	1

There were a total of **2416** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Michael Huber** was assigned.
160 or **7%**

AARON HETHERINGTON

Assignments: **2022** **2023** **2024**
229 **138** **171**

		Arraigned by Hetherington	Arraigned by Hetherington on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	20	19	16	1
Felonies	119	2	1	4
Misd.	23	0	0	0
Traffic	9	2	0	1

There were a total of **2416** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Aaron Hetherington** was assigned.
171 or **7%**

ANDREW BONNELL

Assignments: **2022** **2023** **2024**
662 **322** **413**

		Arraigned by Bonnell	Arraigned by Bonnell on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0	0	1	0
Felonies	4	0	0	0
Misd.	254	3	0	2
Traffic	155	5	0	2

There were a total of **2416** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Andrew Bonnell** was assigned **413** or **17%**.

ROSTER ATTORNEYS

Assignments:	2022	2023	2024
.....	409	909	961

		Arraigned by Assigned Attorney	Arraigned by Assigned Attorney on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	132	107	21	26
Felonies	208	2	0	23
Misd.	261	2	2	66
Traffic	360	6	0	40

There were a total of **2416** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Roster Attorneys** were assigned **961** or **40%**.

RETAINED ATTYS.

C.C. FEL/VOP/PPO	6
C.C. VOB/FTA/OSC	1
Felonies	41
Misd.	23
Traffic	1
D.C. VOB/FTA/OSC	0

IPP

C.C. FEL/VOP/PPO	1
C.C. VOB/FTA/OSC	0
Felonies	1
Misd.	1
Traffic	7
D.C. VOB/FTA/OSC	0

DENIED

C.C. FEL/VOP/PPO	1
Felonies	1
Misd.	18
Traffic	16
Total Denied	36

ASSIGNED W/OUT ARRAIGN

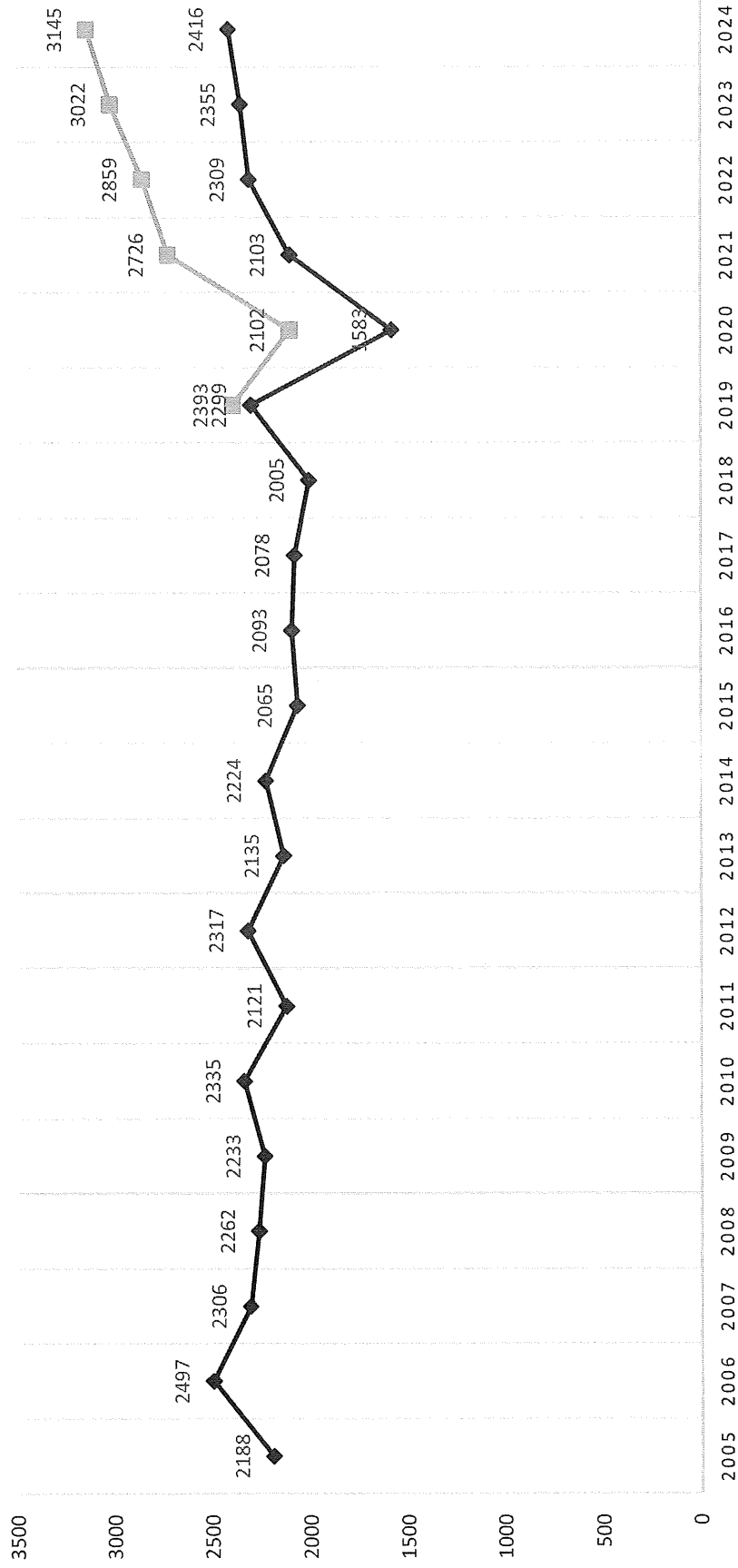
Assigned w/o Arraign. C.C.	48
Assigned w/o Arraign. D.C.	187
WAIVED ATTORNEY	18

Total Arraignments In Dist. Cr. By Retained	65
--	-----------

Total Arraignments In Dist. Court IPP	9
--	----------

OFFICE OF ASSIGNED COUNSEL

Total Criminal Appointments
 Total Number of Arraignments



**OFFICE OF ASSIGNED COUNSEL
MONTHLY REPORT
JANUARY, 2025**

		<u>Jan. 2023</u>	<u>Jan. 2024</u>	<u>Jan. 2025</u>
Total Number of Arraignments:		269	231	214
C.C. FEL/VOP/PPO	18			
C.C. VOB/FTA/OSC	2			
Arraign. Only	17			
D.C. VOB/FTA/OSC/FTP	18			
Felony	31			
Misdemeanors	57			
Traffic	67			
Arraign. in DC by Retained	2			
Arraign. in DC by Assn. Atty.	1			
Arraign. in DC IPP	1			
Total Number of Referrals:		222	169	182
C.C. FEL/VOP/PPO	21			
Felony	32			
Misd.	58			
Traffic	71			
Total Number of Assignments:		222	165	179
C.C. FEL/VOP/PPO	21			
Felony	32			
Misd.	57			
Traffic	69			
Total Number of Defendants denied Court Appointed Counsel:		0	4	3
C.C. FEL/VOP/PPO	0			
Felony	0			
Misd.	1			
Traffic	2			

ARRAIGNMENTS

JEFF MARTIN

		<u>Jan. 2023</u>	<u>Jan. 2024</u>	<u>Jan. 2025</u>
Total Arraignments:		116	84	83
Felonies	10			
Misd.	24			
Traffic	33			
Arraign. Only	11			
VOB/FTA/OSC/FTP	5			
Settled at Arraignment	0			

GARSKE/HEWITT

		<u>Jan. 2023</u>	<u>Jan. 2024</u>	<u>Jan. 2025</u>
Total Arraignments:		107	127	107
Felonies	21			
Misd.	33			
Traffic	34			
Arraign. Only	6			
VOB/FTA/OSC/FTP	13			
Settled at Arraignment	0			

CIRCUIT COURT

		<u>Jan. 2023</u>	<u>Jan. 2024</u>	<u>Jan. 2025</u>
Total Arraignments:		31	14	20
		Arraigned by Assigned Attorney	Arraigned by Retained Attorney or IPP	Assigned without an Arraignment
C.C. FEL/VOP/PPO	18	18	0	4
C.C. VOB/FTA/OSC	2	2	0	

ASSIGNMENTS

There were a total of **179** defendants assigned

ANDREA LABEAN

Jan. 2023 Jan. 2024 Jan. 2025

Assignments: **36** **18** **0**

		Arraigned by LaBean	Arraigned by LaBean on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	0			
Misd.	0			
Traffic	0			

There were a total of **179** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Andrea LaBean** was assigned.
0 or 0% .

RYAN JANER

Jan. 2023 Jan. 2024 Jan. 2025

Assignments: **13** **17** **11**

		Arraigned by Janer	Arraigned by Janer on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	0			
Misd.	9			
Traffic	2			

There were a total of **179** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Ryan Janer** was assigned.
11 or 6% .

PAUL BUKOWSKI

Jan. 2023 Jan. 2024 Jan. 2025

Assignments: **47** **35** **0**

		Arraigned by Bukowski	Arraigned by Bukowski on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	0			
Misd.	0			
Traffic	0			

There were a total of **179** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Paul Bukowski** was assigned.
0 or 0% .

MICHAEL HUBER

Jan. 2023 Jan. 2024 Jan. 2025

Assignments: **0** **12** **12**

		Arraigned by POLTORAK	Arraigned by Huber on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	5	4		1
Felonies	7			
Misd.	0			
Traffic	0			

There were a total of **179** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Michael Huber** was assigned.
12 or 7% .

AARON HETHERINGTON

Jan. 2023 Jan. 2024 Jan. 2025

Assignments: **13** **19** **13**

		Arraigned by Hetherington	Arraigned by Hetherington on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0		2	
Felonies	11			
Misd.	2			
Traffic	0			

There were a total of **179** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Aaron Hetherington** was assigned.
13 or 7% .

ANDREW BONNELL

Jan. 2023 Jan. 2024 Jan. 2025

Assignments: **22** **22** **35**

		Arraigned by Bonnell	Arraigned by Bonnell on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	0			
Felonies	0			
Misd.	18			
Traffic	17			

There were a total of **179** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Andrew Bonnell** was assigned.
35 or 20% .

ROSTER ATTORNEYS

Jan. 2023 Jan. 2024 Jan. 2025

Assignments: **91** **42** **108**

		Arraigned by Assigned Attorney	Arraigned by Assigned Attorney on VOB/FTA/OSC	Assigned without an Arraignment
C.C. FEL/VOP/PPO	16	13		3
Felonies	14			1
Misd.	28			
Traffic	50	1		1

There were a total of **179** assignments on felonies, misdemeanors, traffic & violations of probation, which the **Roster Attorneys** were assigned.
108 or 60% .

RETAINED ATTYS.

IPP

DENIED

ASSIGNED W/OUT ARRAIGN

C.C. FEL/VOP/PPO	
C.C. VOB/FTA/OSC	
Felonies	1
Misd.	1
Traffic	
D.C. VOB/FTA/OSC	
Total Arraignments In Dist. Cr. By Retained	2

C.C. FEL/VOP/PPO	
C.C. VOB/FTA/OSC	
Felonies	
Misd.	
Traffic	1
D.C. VOB/FTA/OSC	
Total Arraignments In Dist. Court IPP	1

C.C. FEL/VOP/PPO	
Felonies	
Misd.	1
Traffic	2
Total Denied	3

Assigned w/o Arraign. C.C.	4
Assigned w/o Arraign. D.C.	2
WAIVED ATTORNEY	1

**COMMITTEE OF THE WHOLE
MINUTES**

MEETING OF THE BAY COUNTY COMMITTEE OF THE WHOLE HELD ON TUESDAY, FEBRUARY 11, 2025, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR CRETE AT 4:00 P.M.

MOTION NO.

COMMISSIONERS PRESENT:		1	2	3	4	5	6	7	8	9	10	11	12
JEROME CRETE, CHAIR	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
KATHY NIEMIEC, V. CHAIR	p	M/Y	M/Y	M/Y	M/Y	M/Y	Y	Y	Y	Y	Y	Y	Y
VAUGHN J. BEGICK	P	Y	S/Y	Y	Y	Y	Y	M/Y	M/Y	S/Y	Y	S/Y	Y
LARRY BESON	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
CHRISTOPHER T. RUPP	P	Y	Y	Y	Y	Y	S/Y	S/Y	S/Y	Y	Y	Y	Y
JESSE DOCKETT	P	Y	Y	S/Y	Y	S/Y	Y	Y	Y	M/Y	M/Y	Y	M/Y
TIM BANASZAK, EX OFFICIO	P	S/Y	Y	Y	S/Y	Y	M/Y	Y	Y	Y	S/Y	M/Y	S/Y

MOTION NO.

COMMISSIONERS PRESENT:		13	14	15	16	17	18	19	20	21	22	23	24
JEROME CRETE, CHAIR		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
KATHY NIEMIEC, V. CHAIR		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
VAUGHN J. BEGICK		Y	Y	Y	Y	Y	Y	Y	M/Y	Y	Y	S/Y	Y
LARRY BESON		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	S/Y
CHRISTOPHER T. RUPP		Y	Y	Y	S/Y	S/Y	Y	Y	S/Y	Y	Y	Y	Y
JESSE DOCKETT		S/Y	M/Y	S/Y	Y	Y	M/Y	S/Y	Y	M/Y	S/Y	Y	Y
TIM BANASZAK, EX OFFICIO		S/Y	S/Y	M/Y	M/Y	M/Y	S/Y	M/Y	Y	S/Y	M/Y	M/Y	M/Y

MOTION NO.

COMMISSIONERS PRESENT:		25	26	27	28	29	30	31	32	33	34	35	36
JEROME CRETE, CHAIR		Y	Y	Y	Y	Y	Y	Y	Y				
KATHY NIEMIEC, V. CHAIR		Y	Y	Y	Y	Y	Y	S/Y	Y				
VAUGHN J. BEGICK		Y	S/Y	S/Y	S/Y	S/Y	S/Y	Y	S/Y				
LARRY BESON		Y	Y	Y	Y	Y	Y	Y	Y				
CHRISTOPHER T. RUPP		Y	Y	Y	Y	Y	Y	Y	Y				
JESSE DOCKETT		S/Y	Y	Y	Y	M/Y	Y	Y	Y				
TIM BANASZAK, EX OFFICIO		M/Y	M/Y	M/Y	M/Y	Y	M/Y	M/Y	M/Y				

OTHERS PRESENT: A. Davis-Johnson, J. Barcia, M. Beaver, C. Gignac, S. Trepkowski N. Paige, L. Arsenault, T. Jerry, B. Eurich, P. Beson, N. Putt, J. O'Malley, R. Gale, B. Rubis, R. Brandt

ZOOM:

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

COMMITTEE OF THE WHOLE
MINUTES
TUESDAY, FEBRUARY 11, 2025
PAGE 2

MOTION NO.

NOTE: In addition to these typed minutes, which provide an overview of the meeting and are not verbatim, this Committee meeting was also videotaped. The tapes are available for review in the Executive's Office or can be viewed on Bay County's website, www.baycountymi.gov/executive/videos.

Under Changes to the Agenda, Commissioner Niemiec motioned to modify the agenda to add five resolutions under Petitions and Communications as items N, O, P, Q, and R to the agenda.

1. MOVED, SUPPORTED, AND CARRIED TO ADD RESOLUTION AS ITEM "N" UNDER PETITIONS AND COMMUNICATIONS TO HIRE QUALIFIED ATTORNEYS AT A HIGHER PAY RATE THAN THE STARTING RATE ON THE PN10 PAY SCALE (PROSECUTOR).
2. MOVED, SUPPORTED, AND CARRIED TO ADD RESOLUTION AS ITEM "O" UNDER PETITIONS AND COMMUNICATIONS FOR APPROVAL FOR STEP INCREASE FROM STEP 01 TO STEP 03 FOR CHIEF PROSECUTING ATTORNEY (PROSECUTOR).
3. MOVED, SUPPORTED, AND CARRIED TO ADD RESOLUTION AS ITEM "P" UNDER PETITIONS AND COMMUNICATIONS TO APPROVE TRAVEL REQUEST FOR 2025 NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS (NACCHO) 360 PUBLIC HEALTH CONFERENCE (HEALTH DEPARTMENT).
4. MOVED, SUPPORTED, AND CARRIED TO ADD RESOLUTION AS ITEM "Q" UNDER PETITIONS AND COMMUNICATIONS TO APPROVE TRAVEL REQUEST FOR NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS (NACCHO) 2025 PUBLIC HEALTH PREPAREDNESS SUMMIT (HEALTH DEPARTMENT).
5. MOVED, SUPPORTED, AND CARRIED TO ADD RESOLUTION AS ITEM "R" UNDER PETITIONS AND COMMUNICATIONS TO RECEIVE RFP BID AWARD FOR 2024-24 BAY COUNTY CENTRAL DISPATCH DIESEL GENERATOR REPLACEMENT TO ESCON GROUP (PURCHASING/CENTRAL DISPATCH).
6. MOVED, SUPPORTED, AND CARRIED TO APPROVE FEBRUARY 11, 2025, COMMITTEE OF THE WHOLE AGENDA AS AMENDED ABOVE.
7. MOVED, SUPPORTED, AND CARRIED TO APPROVE JANUARY 7, 2025, COMMITTEE OF THE WHOLE MINUTES AS PRINTED.

Public input was called, and no one expressed a desire to address the Committee.

The first item on the agenda is a presentation by Bay County Environmental Affairs and Community Development Director Laura Ogar to give an update on the materials management plan. This presentation was moved to another date at Mrs. Ogar's request.

Bay County 9-1-1 Central Dispatch Director Ryan Gale provided the Committee with an operational update.

In 2024, Bay County 9-1-1 Central Dispatch received over 174,000 calls — averaging nearly 477 calls per day. Overtime usage decreased by 53%, and staffing levels remained near full capacity throughout the year, improving staff morale. The team successfully managed several major incidents, including multiple structure fires, water rescues, and severe weather events. Additionally, the office implemented new tools and technology to enhance communication and operational efficiency.

The Commission and County Executive complimented Director Ryan Gale and his staff for their dedication and hard work in serving the community.

8. **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE PRESENTATION RE: BAY COUNTY 9-1-1 CENTRAL DISPATCH UPDATE.**
9. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION TO PROCLAIM FEBRUARY 2025 AS AMERICAN HEART MONTH IN BAY COUNTY (COMMITTEE CHAIR CRETE).**
10. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION FOR THE BAY COUNTY SHERIFF'S OFFICE TO PARTICIPATE IN THE 2025 MARINE SAFETY GRANT PROGRAM (SHERIFF).**
11. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION FOR 2025 MSU EXTENSION AGREEMENT OF SERVICES FOR THE PERIOD OF JANUARY 1, 2025, THROUGH DECEMBER 31, 2025 (MSU EXTENSION).**
12. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: REPLACEMENT OF MOBILE RADIOS FOR THE BAY COUNTY SHERIFF'S OFFICE (911 CENTRAL DISPATCH/SHERIFF).**
13. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: PURCHASE AND MAINTENANCE OF CREWFORCE LICENSES (911 CENTRAL DISPATCH).**
14. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: ADDENDUM F - DIRECT CARE WORKERS (DCW) PREMIUM PAY INCREASE FY2025 (DEPARTMENT ON AGING).**
15. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: ACCEPTANCE OF FUNDING FOR COMMUNITY HEALTH ASSESSMENT ACTIVITIES FROM MCLAREN BAY REGION (HEALTH DEPARTMENT).**
16. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: 2025 TIRE SHREDDING CONTRACT WITH ENVIRONMENTAL RUBBER (MOSQUITO CONTROL).**
17. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: 2025 LIGHT TRAP DATA CONTRACTS (MOSQUITO CONTROL).**
18. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: 2025 CONTROL MATERIAL BIDS (MOSQUITO CONTROL).**
19. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: 2025 SWIM PARTNERSHIP AGREEMENT WITH ESSEXVILLE HAMPTON PUBLIC SCHOOLS - \$10,000 (RECREATION & FACILITIES).**

20. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: POLICY WITH MIDWEST EMPLOYERS CASUALTY COMPANY FOR EXCESS INSURANCE FOR WORKERS' COMPENSATION FOR THE PERIOD MARCH 1, 2025, THROUGH FEBRUARY 1, 2027 (PERSONNEL).**
21. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: APPROVAL OF ONE (1) PART-TIME HOME DELIVERED MEALS DRIVER POSITION FOR THE BAY COUNTY DEPARTMENT ON AGING (PERSONNEL/DEPARTMENT ON AGING).**
22. **MOVED, SUPPORTED AND CARRIED TO RECEIVE GENERAL FUND EQUITY 2024 (FINANCE).**
23. **MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11 (FINANCE).**
24. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: APPROVAL OF THE PURCHASE OF UP TO \$76,154 FOR EXTENDED SUPPORT WITH DELL/AVALON THROUGH AUGUST 2026 (FINANCE/INFORMATION SYSTEMS).**
25. **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED PAYABLES RESOLUTION (FINANCE).**
26. **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE OFFICE OF ASSIGNED COUNSEL NOVEMBER 2024 REPORT.**
27. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: HIRE QUALIFIED ATTORNEYS AT A HIGHER PAY RATE THAN THE STARTING RATE ON THE PN10 PAY SCALE (PROSECUTOR).**
28. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: FOR APPROVAL FOR STEP INCREASE FROM STEP 01 TO STEP 03 FOR CHIEF PROSECUTING ATTORNEY (PROSECUTOR).**
29. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: APPROVAL OF TRAVEL REQUEST FOR 2025 NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS (NACCHO) 360 PUBLIC HEALTH CONFERENCE (HEALTH DEPARTMENT).**
30. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: APPROVE TRAVEL REQUEST FOR NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS (NACCHO) 2025 PUBLIC HEALTH PREPAREDNESS SUMMIT (HEALTH DEPARTMENT).**
31. **MOVED, SUPPORTED, AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PROPOSED RESOLUTION RE: RECEIVE RFP BID AWARD FOR 2024-24 BAY COUNTY CENTRAL DISPATCH DIESEL GENERATOR REPLACEMENT TO ESCON GROUP (PURCHASING/CENTRAL DISPATCH).**

Under Announcements, Board Chair Banaszak highlighted the success of the Four Chaplains Day service, which drew over 40 attendees, including Commissioner Beson, Commissioner Niemiec, and himself.

Board Chair Banaszak and Bay County Executive Barcia reported positive feedback regarding the Linwood Scenic Access site. The site has contributed to increased business activity in the area and is a vital access point to the Saginaw Bay, supporting recreational fishing and boating.

Committee Chair Crete congratulated Essexville High School graduate Ben VanSumeren on his remarkable achievement as a Super Bowl champion and player for the Philadelphia Eagles.

There being no further business, it was

32. MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:45 P.M.).

Submitted By:

**Lindsey Arsenault
Board Coordinator**