



REPORT TO THE COUNTY EXECUTIVE FIRST QUARTER, 2025

The following reports for the 1st quarter of 2025 are presented to the County Executive:

ADMINISTRATIVE SERVICES

Animal Control

The Shelter took in 86 cats and 148 dogs, 2 guinea pigs, 4 pet rats, 1 lizard, 1 tarantula spider, and 2 rabbits for a total of 244 animals.

- Owners claimed 3 cats and 41 dogs.
- We adopted 36 cats, 17 dogs, 2 guinea pigs, and 2 rabbits.
- Per owner's request 32 cats and 46 dogs were euthanized.
- Due to aggressive behavior or illness 2 cats and 3 dogs euthanized.
- We transferred 35 dogs and 23 cats to other shelters.

Please note that the intake does not include the dogs and cats that were still here at the end of 2024 and our dogs that are out at the prison for the training program.

Field Activity: Officers went out on 697 calls this quarter, which include the following:

- 43 Animal Bites
- 47 Investigations of Cruelty, Neglect, or Abandonment
- 78 Loose and Aggressive
- 56 Barking
- We are promoting our adoptable animals on various websites, Facebook, Petfinder.com, YouTube, Instagram, Tik Tok, etc.
- Municipal Shelters are still dealing with overcrowding in the shelters due to owners giving up their pets, plus officers are dealing with more animals being abandoned out on roads or left behind in the residence where their owner was living.
- Shelter Manager Olivia Shields has been working with various groups such as schools, organizations, and businesses in promoting the volunteer program for walking dogs and the enrichment of shelter cats. We currently have people and groups coming in on a regular basis to walk and play with the dogs and spend time with the cats, which in turn helps to socialize them and make them more appealing to adopt.

- We are currently working on getting ready for a vaccine clinic on May 24th. Mitten Mutts is donating Distemper and Rabies vaccines which will be administered by Dr. Elizabeth Haiderer from Bay Valley Animal Hospital. She helped with the vaccine clinic last fall, and she was very pleased with the success of it. She offered her services for this spring's vaccine clinic. The vaccine clinic offers free vaccines to Bay County residents along with free microchipping for pets too. The clinics have helped make more Bay County residents compliant with having their cats and dogs rabies vaccinated as per the law.

Veterans

Emergency Relief Fund

During this period, the Department serviced (32) veterans. Of these veterans: (5) veterans did not meet program criteria; (2) too early for servicing and (3) ineligible for the program. Additionally, (3) of the (23) veterans who received food and/or gas cards returned receipts so far. Motion for receipt return was passed at the 3/18/2025 meeting of the Department of Veteran Affairs Committee.

(23) Food Vouchers, (22) Fuel Vouchers

| Assistance Provided | Amount |
|---------------------|-------------------|
| Food | \$1,850.00 |
| Gas | \$550.00 |
| Heat/Furnace | \$223.50 |
| Water/Sewer | \$0.00 |
| Bay City Utilities | \$ 401.67 |
| Consumers Energy | \$0.00 |
| Car Repair | \$0.00 |
| Bus Passes | \$0.00 |
| Rent/Mortgage | \$4435.50 |
| Home Repair | \$0.00 |
| Other (Propane) | \$ 0.00 |
| | |
| Total | \$7,460.67 |

Transportation

| | VETS | MILEAGE | DRIVERHOURS |
|-------------------|------------|-------------|-------------|
| Ford Van | 32 | 792 | 34 |
| Red Chrysler Van | 63 | 2454 | 119 |
| Grey Chrysler Van | 63 | 2454 | 119 |
| | | | |
| TOTAL | 100 | 3486 | 161 |

County Markers and/or Burial Benefits:

| | | | |
|----------|---------|---------|------------|
| Veterans | Spouses | Markers | No Wartime |
|----------|---------|---------|------------|

| | | | |
|----|----|---|---|
| 33 | 14 | 1 | 5 |
|----|----|---|---|

Michigan Veterans Trust Fund (MVAA/MVTF) Applications

| Local Board | | MVFT | | |
|-------------|----------|------------|----------|-------------|
| In Process | Approved | In Process | Approved | Disapproved |
| 1 | 0 | 0 | 1 | 0 |

County Veteran Service Officer

- See Attached.

CENTRAL DISPATCH 9-1-1

- No Report Submitted.

CORPORATION COUNSEL

- OPENED NEW MATTERS, REVIEWED CONTRACTS, OR PROVIDED LEGAL OPINIONS TO:
 - Board of Commissioners
 - Buildings & Grounds
 - Central Dispatch 911
 - Circuit Court
 - Clerk
 - Department on Aging
 - Executive
 - Finance
 - Friend of the Court
 - Geographic Information Systems Division
 - Forest Sustainability Program
 - Health Department
 - Information Systems Division
 - Land Bank
 - Mosquito Control Division
 - Personnel & Employee Relations
 - Prosecutor
 - Purchasing
 - Recreation and Facilities
 - Register of Deeds
 - Retirement Board
 - Sheriff
 - Treasurer
 - Veteran Affairs
- Received, reviewed, and responded to various subpoenas:
 - Bay County Sheriff's Office - 6
 - Bay County Central Dispatch - 4
- Attended Board of Commissioners meetings
- Attended Retirement Board meetings
- Attended VEBA Board meetings
- Attended Bay County Building Authority Organization meeting
- Attended multiple quadrant meetings with central service staff
- Multiple meetings/contacts with constituents regarding constituent concerns
- Drafted various correspondence and memos for the County Executive
- Assisted the Board of Commissioners in drafting resolutions
- Provided legal opinions and guidance on employee and personnel issues
- Assisted with State of the County address preparation
- Attended meetings concerning the Bay County Community Health Center building
- Attended meetings related to the Bay County Juvenile Home
- Implemented new liability claim/incident reporting procedure for risk management
- Participated in interviews for the Bay County Finance Officer position

Bay County FY 2025

| Relationship | |
|--------------|------------|
| Veteran | 501 |
| Spouse | 141 |
| Other | 18 |
| Total | 660 |

| War Era | |
|--------------|------------|
| WWII | 11 |
| Korean War | 14 |
| Vietnam War | 185 |
| Gulf War | 179 |
| Peacetime | 83 |
| Total | 472 |

| County | |
|--------------|------------|
| Bay | 602 |
| Saginaw | 24 |
| Midland | 4 |
| Arenac | 1 |
| | 0 |
| | 0 |
| | 0 |
| | 0 |
| Other | 17 |
| Total | 648 |

| Claims Activity | Q1 | Q2 | Q3 | Q4 | Total |
|--------------------------------|------------|-----------|----------|----------|------------|
| Federal Burial Allowance | 13 | 0 | 0 | 0 | 13 |
| Clothing Allowance | 0 | 0 | 0 | 0 | 0 |
| Survivors Pension | 14 | 0 | 0 | 0 | 14 |
| Death Indemnity Compensation | 13 | 2 | 0 | 0 | 15 |
| Educational Claims | 1 | 0 | 0 | 0 | 1 |
| Non-Service Connected Pension | 3 | 1 | 0 | 0 | 4 |
| Special Adapted Automobile | 0 | 0 | 0 | 0 | 0 |
| Special Adapted Housing | 0 | 0 | 0 | 0 | 0 |
| Service Connected Compensation | 61 | 6 | 0 | 0 | 67 |
| Additional Forms Completed | 76 | 4 | 0 | 0 | 80 |
| Total | 181 | 13 | 0 | 0 | 194 |

| Support Services | Q1 | Q2 | Q3 | Q4 | Total |
|--------------------------------------|-----------|----------|----------|----------|-----------|
| Michigan Veteran Trust Fund | 4 | 1 | 0 | 0 | 5 |
| Soldiers/Sailors Relief Fund | 16 | 1 | 0 | 0 | 17 |
| County Burial Allowance | 0 | 0 | 0 | 0 | 0 |
| Home Loan Certificate of Eligibility | 0 | 0 | 0 | 0 | 0 |
| CHAMPVA | 2 | 1 | 0 | 0 | 3 |
| Healthcare Enrollment | 14 | 0 | 0 | 0 | 14 |
| Other Support Services | 23 | 3 | 0 | 0 | 26 |
| Total | 59 | 6 | 0 | 0 | 65 |

| Appeals Process | Q1 | Q2 | Q3 | Q4 | Total |
|---------------------------|----------|----------|----------|----------|-----------|
| Supplemental Claims | 26 | 1 | 0 | 0 | 27 |
| Higher-Level Reviews | 8 | 0 | 0 | 0 | 8 |
| Board of Veterans Appeals | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 1 | 0 | 0 | 35 |

| Other Activities | Q1 | Q2 | Q3 | Q4 | Total |
|---------------------|-----|----|----|----|-------|
| Personal Interviews | 2 | 0 | 0 | 0 | 2 |
| File Reviews | 212 | 13 | 0 | 0 | 225 |
| Claim Status Checks | 73 | 7 | 0 | 0 | 80 |
| Total | 287 | 20 | 0 | 0 | 307 |

| Forms | Q1 | Q2 | Q3 | Q4 | Total |
|----------------------------------|-----|----|----|----|-------|
| Sent to VA | 13 | 1 | 0 | 0 | 14 |
| Sent to VSOs (AL, DAV, VVA, VVA) | 169 | 10 | 0 | 0 | 179 |
| Total | 182 | 11 | 0 | 0 | 193 |

| Demographics | Q1 | Q2 | Q3 | Q4 | Total |
|----------------------------------|----|----|----|----|-------|
| Aging and Elderly Veterans (70+) | 56 | 1 | 0 | 0 | 57 |
| Female Veterans | 13 | 3 | 0 | 0 | 16 |

If you have a female veteran over the age of 70 each should be counted, once for age and once for gender, if a person fits both

- Participated in meetings regarding a Bay County Brownfield Development Authority project
- Participated in meetings regarding Prosecutor conflict and creating SAAG office in the County

CURRENT LITIGATION

- Drafted pleadings and participated in Treasurer foreclosure hearings
- Kara Elgas MDCR Complaint
- Tammy Ware v. Bay County
- Carrie Reinhardt v. Bay County
- Pro Fab Co., Inc. v. Pincanna-Real Estate Grow, LLC, et al
- Piotr Chrobak v. Bay County
- Estate of Alice Green v. Bay County
- Tony Keller v. Bay County
- Kolu Stevens v. Bay County
- Delores Proctor, et al v. Bay County (class action)
- Thomas A. Fox v. Bay County (class action)

BANKRUPTCY CASES

- Rite Aid Chapter 11 claim
- McDonald, Jr. (Mattison) v. Bay County
- McDonald, Jr. (Anticliff) v. Bay County
- McDonald, Jr. (Bauer) v. Bay County
- McDonald, Jr. (A&E Harris) v. Bay County
- McDonald, Jr. (Herber) v. Bay County
- McDonald, Jr. (Stahl) v. Bay County
- McDonald, Jr. (Debates) v. Bay County
- McDonald, Jr. (Pero) v. Bay County
- Purdue Pharma Chapter 11 claim
- Mallinckrodt Chapter 11 claim
- McDonald, Jr. (Worden) v. Bay County
- Estate of Cater Bankruptcy matter

RISK MANAGEMENT

- Implemented a liability claim/incident report submission procedure for all County departments
- Coordinated and processed 2 Notary Bond requests with MMRMA
- Received & filed 10 incident report forms
 - MMRMA Claim Submissions for this quarter:
 - Department on Aging vehicle incident, Notice Only
 - BCSO vehicle incident, Claim No. 2500596
 - BCSO vehicle incident, Claim No. 2500725
 - BCSO vehicle incident, Claim No. 2500726
 - BCSO vehicle incident, Claim No. 2500853
 - BCSO vehicle incident, Claim No. 2501004
 - Continued coordinating and processing the following MMRMA submitted claims:
 - BCSO incident, Claim No. 2303794
 - Foreclosure Proceeds, Piotr Chrobak, Claim No. 2101176
 - Foreclosure Proceeds, Estate of Alice Green, Claim No. 2101339
 - Foreclosure Proceeds, Tony Keller, Claim No. 2101478

FREEDOM OF INFORMATION ACT (FOIA)

- Processed and responded to 231 FOIA requests

- Including 14 requests for deputy bodycam footage
- Coordinated with the following offices and departments to complete FOIA responses:
 - Animal Services & Adoption Center
 - Clerk's Office
 - Central Dispatch 9-1-1
 - Environmental Health
 - Finance Department & Purchasing
 - Medical Examiner
 - Personnel Department
 - Prosecutor's Office
 - Retirement Board
 - Sheriff's Office
 - Treasurer's Office

CONFERENCES/SEMINARS/TRAININGS/SPECIAL EVENTS

- Participated in multiple JustFOIA webinar trainings - Jayson Hoppe, Nicole LaDouce
- Attended the State of the Community - Amber Davis-Johnson, Heather Brady Pitcher

CRIMINAL DEFENSE

DECEMBER 2024 Appointments

Numbers not available for last quarter report

- 59 appointments

JANUARY 2025 Appointments

- 11 Appointments

FEBRUARY 2025 Appointments

- 15 Appointments

MARCH 2025 Appointments

- Information not available yet

Goals Next Quarter:

Continuing Legal Education

Office of Assigned Counsel

DECEMBER 2024 Arraignments

Not available last quarter

- 193 District Court
- 14 Circuit Court

JANUARY 2025 Arraignments

- 120 District Court
- 20 Circuit Court

FEBRUARY 2025 Arraignments

- 233 District Court
- 26 Circuit Court

MARCH 2025 Appointments

- Information not available yet

Goals Next Quarter:
Complete MIDC Renewal Grant

ON AGING (DOA)

- See Attached.

ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

Forest Sustainability Program

- **Spongy Moth Management (*Lymantria dispar*):**
For the first time in years, the Forest Sustainability Program will not be treating Spongy Moth in Bay County in spring of 2025. Due to diligent treatment and monitoring during the last Spongy Moth outbreak in Bay County (2020-2024), population numbers were reduced to tolerable levels, with no notable tree defoliation occurring during the outbreak. Spongy Moth male trapping as well as egg mass monitoring in 2024 resulted in data proving a major decline in population throughout Bay County.

For example, the program's Spongy Moth male trapping results sum up the trend of the most recent outbreak in Bay County, as well as how effective aerial treatment methods were in aiding to bring these populations back down to stable levels. In 2020, we began to see a rise in the amount of male Spongy Moths caught (2,331) at 24 trapping locations throughout the County. In 2021, perfect weather conditions mixed with a lack of naturally occurring biological controls sent the population soaring into outbreak, and program staff caught 12,232 male moths in the same 24 trapping locations. This was an increase of almost 6 times the number of male moths caught from the previous year.

After completing our largest aerial treatment in terms of acreage in Bay County in years (4,000 acres of wooded areas treated in back-to-back years), program staff began to see a major decrease in the amount of male Spongy Moths being caught. In 2022, only 6,774 male moths were caught, and in 2023, only 6,052, about half of what was caught in the previous major outbreak year of 2021. Lastly, in summer of 2024, the program's lowest number of male moths caught was recorded, at only 1,993 caught, proving a much decreased and stable population when compared to the 12,232 male moths caught just a few years before.

The Spongy Moth male trapping results perfectly encapsulate how aerial treatment and population monitoring methods can aid in stabilizing an outbreak population to tolerable levels with very little tree defoliation or nuisance to landowners occurring.

Program staff will remain diligent in monitoring methods for Spongy Moth in 2025, even though aerial treatment is not occurring this year. It will be the increase in male trapping numbers as well as egg masses found while monitoring that will give us the early heads up that a population increase is occurring. It is this early detection of



Bay County Department on Aging

Services for Seniors - 1st Quarter 2025

**Home
Delivered
Meals**
51,976

**Congregate
Meals**
5135

Activity Centers

**Commodities
Boxes
Delivered**
190

All 5 of BCDOA Activity Centers remain open with Kawkawlin now open 3 days a week, they still continue to grow and offer fun filled activities. Our Home Delivered Meals are still going strong and between the two we are serving 1100+ meals a day . We have 2 Full-time in our Homemaking Program that has helped lower our waiting list for this service, and Case Coordination & Support is, as always, very busy. Respite Care Services are gaining momentum and caregivers are please with this service.

Department on Aging Mission Statement:

The Bay County Department on Aging is dedicated to providing continued opportunities for the community's older adults by maintaining independence, offering social activities, and enhancing their lives through delivery of quality services in a cost-effective manner.

**Respite
(Hours)**
117

**Volunteer
(Hours)**
758

Caregiver (Hours) 145
Case Coordination (Hours) 1917

**Homemaking
(Hours)**
2168

**Personal Care
(Hours)**
726

Activity Centers Update:

Please check out our Wonderful Times Newsletter and all the happenings going on at DOA!

You can receive it through snail mail, email or pick it up at the Activity Centers!

For more information on our Activity Center programs and menu, please visit our web page to view the Wonderful Times Newsletter.

We are excited to announce that the Department on Aging Olympic Games 2025 are gearing up for this Summer.

This will be one week of games open to those participants 55 years and better!

Please call the Department on Aging to get your name on the mailing list.

We hope to see you all there...

Let the games begin!!

population increase that will make us prepared and ready for the next Spongy Moth outbreak Bay County may experience in future years.

- **Emerald Ash Borer Management (*Agrilus planipennis*):**

Approximately **976** publicly owned ash trees will be treated in Bay County throughout the month of **June in 2025**. This equals an estimated **16,943** inches of ash tree DBH (Diameter at Breast Height) to be treated. Specific areas of ash trees included in the 2025 treatment project are located at the **Bay County Golf Course, Bay County Medical Care Facility, Bay County Juvenile Home, James Clements Municipal Airport, Breaker Cove Condominiums, and all publicly owned Ash Trees along the streets of the southeast quarter of Bay City (east of the Saginaw River, south of Columbus Avenue)**. Other geographic areas within Bay County containing publicly owned Ash Trees will be treated in future years.

Robert Kinnucan Tree Experts will again be the applicator for our ash tree treatment operations in 2025. This is the first year of an approved 2-year contract renewal of the **Agreement for Purchase of Tree Injections to Control Emerald Ash Borer** pursuant to **Resolution No. 2022-02, dated January 11, 2022**. This 2-year renewal with Kinnucan Tree Experts will be for both the **2025 and 2026** treatment seasons.

Program staff will soon begin work on the **ArcGIS Field Collector** that will be used by Kinnucan applicators while working on treatment operations throughout Bay County. Field Collector is a mobile mapping program which makes locating and treating the ash trees much more efficient, accurate, and safe for applicators.

- **NEW! Continuing the Emerald Ash Borer Trapping Project:**

Continuing in May of 2025, **Assistant Coordinator Carter Rogers** will continue leading an Emerald Ash Borer (EAB) trapping project at select sites in Bay County. This project will continue looking at detection and density of the lingering EAB population in Bay County and will give program staff valuable insight for **adjusting our ash tree treatment operations to ensure fiscal responsibility** based on this data. Carter will be deploying canopy traps rigged with a chemical lure that mimics the volatiles of heavily stressed ash trees which attract EAB. These traps will be placed at locations chosen specifically by program staff based on meeting criteria such as the proximity to treated ash trees, lingering ash, and regenerative ash sites.

In 2025, we will continue trapping at most of the same sites as in 2024, which still looks to extend our survey geographically/spatially from the first year of the project (2023), while still allowing us to see how consistent EAB captures are from one year to the next. When choosing ash trees for traps, we will be focusing on 4 categories, 1) open-grown, stressed green ash trees, 2) stressed green ash trees on the edge of a wooded area, 3) open-grown healthier green ash trees, and 4) open-grown stressed

white ash trees. These categories were chosen because Emerald Ash Borer beetles really like to be in the sun, prefer stressed ash trees, and prefer green ash over white ash trees.

Program staff continue to take guidance from **Deb McCullough Ph.D. from Michigan State University's Forest Entomology Lab**, a leading expert in the field of EAB research, to ensure the project is as scientifically valuable to the program as possible.

- **NEW! Spotted Lanternfly (*Lycorma delicatula*) Early Detection Monitoring:**
Spotted lanternfly (SLF) is an invasive insect with the potential to seriously impact Michigan's agriculture and natural resources. Spotted lanternfly could damage or kill more than **70 varieties** of crops and plants including grapes, apples, hops and hardwood trees. Spotted lanternfly causes damage by sucking sap from host plants and secreting large amounts of a sugar-rich sticky liquid called honeydew. This honeydew and the resulting black, sooty mold can kill plants and foul surfaces. Honeydew often attracts other pests, particularly hornets, wasps and ants, affecting outdoor recreation and complicating crop harvests.

As of **March 2025**, the invasive Spotted Lanternfly (SLF) has now been confirmed in **Lenawee, Macomb, Monroe, Oakland, and Wayne** counties of Michigan. A small population of SLF was first detected in **2022 in Pontiac**. This infestation was probably started by SLF eggs on nursery stock shipped to Michigan from the east coast. In **2024**, SLF was detected in areas of Monroe and Wayne counties, at least partly reflecting the high-density infestations in Toledo, Ohio, just south of the state border. Although adult SLF have wings and can fly, they are also good hitchhikers and can be carried on vehicles and outdoor items. Recent detections in several areas of northern Ohio, along with northern Indiana and Illinois, suggest that SLF is likely to arrive in other Michigan locations soon.

Early detection of Spotted Lanternfly is of utmost importance here in Bay County, and Forest Sustainability Program staff plan on making sure our county is ahead of the curve. In the coming months, staff plan on continuing to map **Tree of Heaven** locations throughout Bay County, a tree which is vital to the Spotted Lanternfly's life cycle and survival. Knowing the locations of these trees throughout the county as well as making landowners aware that they may have Tree of Heaven on their property will be a crucial first step in early detection monitoring.

This fall, program staff also plan on developing and deploying "**lampshade traps**" on corresponding **Tree of Heaven** sites throughout Bay County. These traps go around the tree at chest height and promote "**rough surfaced hidden areas**" that are ideal for Spotted Lanternfly egg mass laying. The idea is that if Spotted Lanternfly is to be detected in Bay County, we will have traps in the ideal areas that promote egg mass

laying, and we will hope to detect them early enough where the population can be controlled long before an outbreak can occur.

Continued education of the public will be important in terms of early detection of SLF. Program staff will continue to promote early detection practices and identification guides using our Program Newsletter, Press Releases, and printed brochures/pamphlets.

- **Training/Events:**

Continuation as Members of the International Society of Arborists (ISA) and the Michigan ISA Branch (February)

In **February of 2025**, Forest Sustainability Staff members renewed their paid memberships of both the ISA and Michigan ISA to continue the goal of becoming certified arborists. Memberships give us options for discounted rates on study materials, educational courses, exam preparation, and will be a great tool as we continue to pursue our arborist's certifications.

ArborCon 2025 Conference: February 11th, 2025

Program staff attended one day of the **2025 ArborCon Conference** at the Lansing Center in Lansing, Michigan. This conference covers a variety of topics relevant to the arborist/tree health industry including tree climbing safety, invasive species management, invasive species treatment, sustainable forestry, tree cutting, and the latest news in tree disease research.

This conference was a great experience for program staff, and it was great to be involved in something so closely connected to the forestry/invasive species industry.

- **NEW! Program Vehicle Update**

Forest Sustainability Program Staff began budgeting for a new vehicle in 2024, with the hopes of making the purchase within the next 12 to 18 months. In **February of 2025**, through use of the **MIDEAL Program** and working with **Berger Chevrolet in Grand Rapids**, program staff ordered a **2025 Chevrolet Colorado** as our new Forest Sustainability Program vehicle. This light-weight mid-sized 4-wheel drive truck will be a perfect mix between the ability to drive through the wooded trails of northern Bay County with ease, to being able to have the bed of a truck for field gear storage, with the added benefit of good gas mileage that comes with the Chevy Colorado being a smaller sized truck. We expect to have the new truck delivered to Bay County sometime in the coming months, once the truck has arrived to Berger Chevrolet.

Program staff have greatly benefitted from planning ahead on the purchase of a new program vehicle, and until our 2010 Ford Explorer is no longer suitable to drive, the program will have access to two vehicles, which will make our field work much more efficient as we will have the ability to split up work to "divide and conquer"

throughout Bay County. Having the ability to work in two different areas of Bay County at the same time will make our work much more efficient and less time-consuming. Once our aging 2010 Ford Explorer is out of commission for the program, we will still have the new vehicle (Chevrolet Colorado) to rely on at this point, and the process of budgeting/saving for a 2nd program vehicle can be reevaluated at this time.

*****2025 Ash Tree Treatment Map on Next Page*****

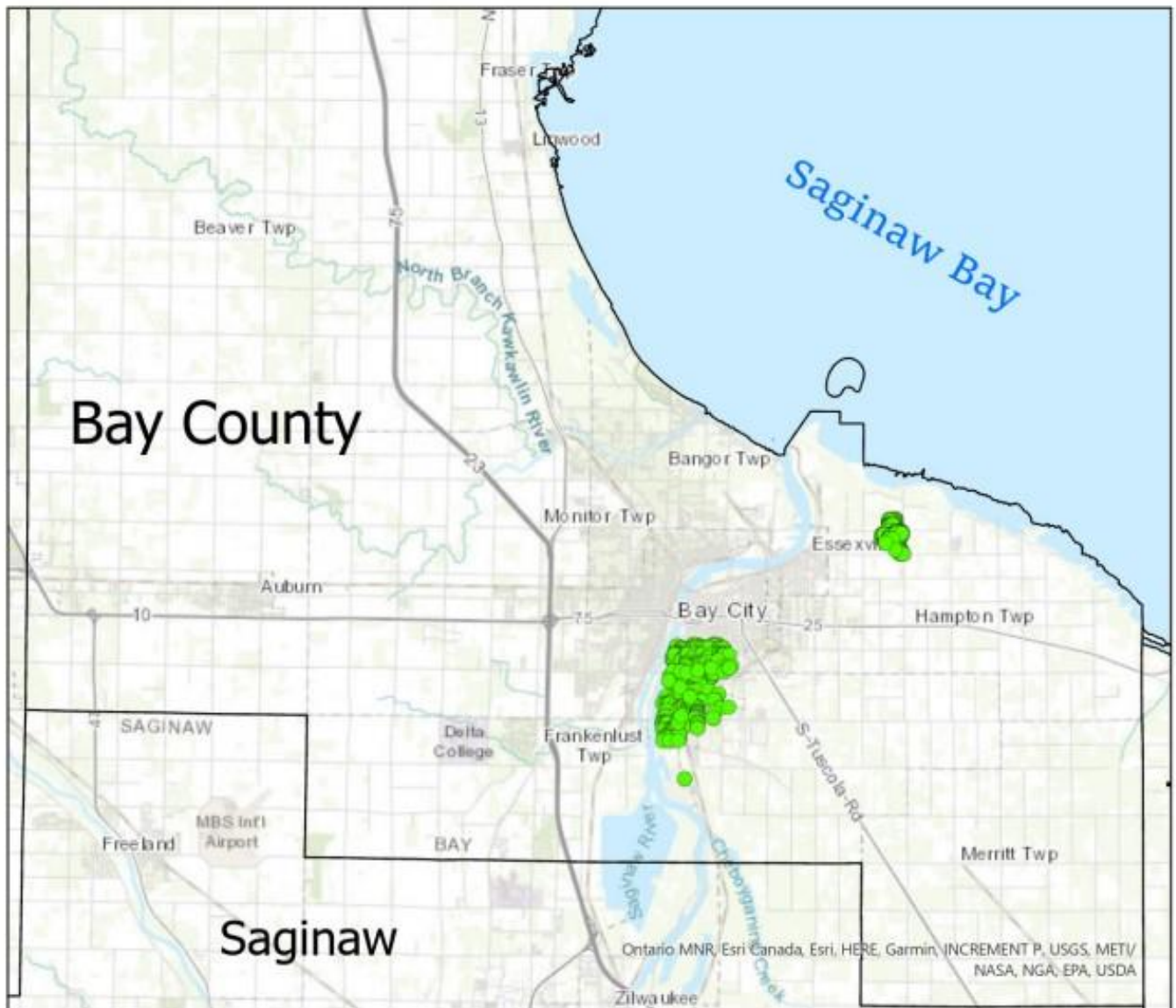
Treatment will occur in June of 2025.



Bay County Environmental Affairs and Community Development

Forest Sustainability Program

2025 Ash Tree Treatment Operations: Ash Trees to be Treated

**Legend**Trees to be Treated

- Ash Tree Locations
- County Boundaries

Specific areas of Ash Trees included in the 2025 treatment project are located along streets and in the locations of the Bay County Golf Course, Bay County Medical Care Facility, Bay County Juvenile Home, James Clements Municipal Airport, Breaker Cove Condominiums, and all publicly owned Ash Trees along the streets of the Southeast Quarter of Bay City (East of the Saginaw River, south of Columbus Avenue). Other geographic areas within Bay County containing publicly owned Ash Trees will be treated in future years.

Mosquito Control

- **Bid Openings:** Bids for control materials were opened January 8 in conjunction with Midland and Tuscola Counties; insecticides were ordered in February, and deliveries are underway for the treatment season.
- **Board of Commissioners Approvals:** The following items were approved in February by the Board: approval to contract with residents to provide adult mosquito surveillance using New Jersey Light Traps; approval to contract with Environmental Rubber Recycling for scrap tire clean-up events; approval to purchase bid insecticides; approval to hire up to 32 seasonal employees.
- **Hiring:** Seasonal Supervisor Alec Leppek was re-called to work on March 3; seasonal employee interviews began in March with up to 32 employees being hired for the summer.
- **GIS System:** Staff are working diligently on integrating a new geospatial web-based data management system for the program.
- **Regulatory Compliance:** Submitted the MDARD Comprehensive Community Outreach Plan and received approval for 2025; received acknowledgement of submitted NPDES Annual Self-Certification; submitted State Park Event Use application.
- **Spring Treatment Preparation:** Monitoring for mosquito larvae and water levels in woodlots began in early-March; coordinated logistics with James Clements Airport staff for use of the airport as the loading site for April aerial treatment; published a legal notice in The Bay City Times to announce treatment season details and residents' ability to opt-out of the program; coordination with the contracted aerial applicator was ongoing throughout March to discuss planned aerial treatment activities and timelines; digitized aerial treatment maps were updated by staff and congested flight plan materials were prepared for the FAA; receiving insecticide deliveries.
- **Other Preparation Prior to the Season:** Prepared public postings for outdoor recreation areas; updated route maps for nighttime fogging; updated fleet insurance and registration papers; updated insecticide labels and SDS in all required locations; updated training materials for seasonal staff including training manuals, application guides, and PowerPoint presentations; ensured PPE, application equipment and surveillance traps are ready for the season; scheduled outreach videos with Bay C TV.
- **Biology Department:** Continual monitoring of water levels, mosquito development, and temperature degree days to determine start of spring aerial treatment; verification that all insecticides are registered in Michigan prior to the start of the season.

- **Fleet and Equipment:** Conversions, repairs, and warranty work continued on fleet vehicles; application equipment is being inspected in preparation for the start of the treatment season; purchased a new forklift.
- **Outreach:** Staff presented at the Bay County Historical Museum 2nd Saturday on mosquitoes and malaria in the Saginaw Valley during the 1800s; staff represented Bay County Mosquito Control at Handy Middle School's STEAM event; staff volunteered at MacGregor School Reading Day; BCMC was represented at the Delta College Job Fair.
- **Meetings:** Staff attended the Michigan Mosquito Control Association 39th Annual Conference in Traverse City and also presented on *Coquilleltidia perturbans* treatments in Bay County as well as efficacy of active ingredients for larval control; staff is regularly involved with Michigan Mosquito Control Association Board of Directors meetings; staff participated in the annual Technical Advisory Committee meeting with Midland County and Tuscola County and regulatory and industry representatives.

EQUALIZATION

- **No Report Submitted.**

FINANCE

Accounting/Budget

- Preparing for 2024 Audit
- 2024 External Audit Meeting with Auditor, Rehmann
- Two hundred twenty-five (225) 1099's were issued for the year ending 2024, totaling \$5,232,469.18
- Prepare for 2026 budget
- Continue to update and review MUNIS workflow and general ledger access
- Attended Rehmann's 2025 Governmental GAAP Update by virtual webinar
- Attended MI Department of Treasury Webinar on Qualifying Statements and Retirement Reporting (PA202 of 2017)
- Bay County Court's new Court Administrator, Budget and ISD completed the Court Costs project for the MI Supreme Court
- Finance Department working with DOA on Region 7 Audit
- Finance Department hard closed Bay County books for December 31, 2024 on January 18, 2025
- Finance Department facilitates Housing Rehab questions and updates
- Finance Department assist with Transportation grant
- Finance Department working on the Brownfields budgets and accounting
- Prepared Quarterly Grant Reports
- Prepared Monthly Grant Reports
- Prepared ARPA Reports and reviews for the new Regulations around ARPA
- Conducted inventory at the Civic Arena, Golf Course, Pinconning Park, Community Center, Animal Control, Mosquito Control, Juvenile Home and Courts

Purchasing

Bids Issued:

- RFP 2025-01 Sheriff's Inmate Video & Phone Visitation
- RFQ 2025-02 Retirement Board Actuary

Bids Awarded:

- IFB 2024-24 Bay County Central Dispatch Diesel Generator Replacement
- IFB 2024-25 Bay County Central Dispatch Uninterrupted Power Supply (UPS) replacement

Training Nicole Putt:

- PACE Finance New Hire - Tyler/Munis training

Other Division Items:

Nicole Putt

- Prepared credit card voucher packets and entered credit card journal entry
- Processed Verizon invoices and upgrades for employees
- Processed other required invoices
- Approved and processed requisitions
- Completed purchase order maintenance for departments
- Entered and approved vendor setups
- Worked with departments on upcoming projects
- Met and communicated with vendor representatives
- Working on other various purchasing projects

Information Systems Division

Projects Completed:

- Worked with Vertiv to order and install new batteries in the UPS in the County data center
- Completed installation of new fire department iPads
- Created and distributed training for signing documents electronically
- Created a SOC Report Review Procedure

Projects Started:

- New Card access for County buildings. We have started working with the vendor to convert and move departments over to the new card access software. There is replacement of hardware that needs to be done to convert in the software.
- Computer replacements for 2025. Worked with departments to determine the best solution for computer replacement for staff to order new computers in second quarter.
- Analyzed and worked with vendor to determine new Microsoft licensing.
- Started various security assessments, which will require additional policies and procedures.

Worked with Various Vendors on 2025 Projects.

Number of Help Desk tickets closed: 1,050

HEALTH

- No Report Submitted.

JUVENILE DETENTION & CHILD CARE SERVICES

| | |
|--------------------------|----|
| Number of intakes | 39 |
| Number of discharges | 37 |
| Average Daily Population | 11 |

- Per Diem expenses billed to outside jurisdictions amounted to approximately **\$86,000**. The Juvenile Home continues to accept youth from other jurisdictions.
- Reimbursement for eligible school nutrition meals for this quarter amounted to approximately **\$6,382.26**. The Director continues to manage the School Nutrition Program that provides monthly reimbursement for eligible breakfasts, lunches and snacks for youth.
- The Child Care grant has not experienced any budget cuts for the fiscal year and has maintained continued programming.
- One full-time YDW position has been filled; one full-time YDW position remains open postings and interviews have been conducted both full time and on call. No interest in on call for individuals that meet the criteria.
- Training for all employees. Topics include MJJAS detention screening tool for two employees; online concussion training for volunteer coaches through the CDC; CPR/First re-certification; and Behavioral Supports to reduce the need for restraints and seclusions.
- The Director attended the following:
 - Supervisor Meetings 2/5; 3/5; 3/26
 - Child Welfare Leadership Meeting 2/19; 3/26
 - MJDA Quarterly Meeting 1/17/25
 - Bay Arenac ISD Meeting 3/20
 - TRI-CAP Meeting Re-Treat 3/21-3/22/25
 - Unannounced visits from State Licensing consultant 2/26; 3/26 The visit on 3/26 is the unannounced Interim Inspection
- Director has completed employee evaluations in compliance with CCI Rules.
- Staff meetings regarding restraint policy and various other policies were completed.
- Maintenance completed various minor projects.
- Facility projects include:

- Buildings and grounds bolted down the tables in the dayroom for added security
- Key card installation with IT Department and vendor on site.
- Guard1 software installation. Had some issues however software installed and working on maintenance to install buttons to doors.
- Bay Arenac Intermediate School District has been on site for the regular school year.
- There is a hybrid of different churches providing online and in person services.
- Bay Arenac Behavioral Health (BABH) continued services for youth including Tele Health and medication reviews. Liaison reports to the facility to meet with youth weekly.
- MSU Extension has resumed meetings with youth on various life skills.
- The contracted medical provider met with youth on a variety of issues and maintained medication management for residents.
- The Health Department continues to implement immunizations to eligible youth. The last immunization clinic was held on 3/6.

MSU EXTENSION

- **No Report Submitted.**

PERSONNEL & EMPLOYEE RELATIONS

Personnel

- Personnel staff posted jobs for 59 vacancies throughout the county as well as upcoming seasonal summer positions
- The Personnel Director addressed grievances
- The Personnel Director participated in audit meetings
- The Personnel Director consulted various departments and employees to resolve questions and concerns.
- The Personnel Director and staff have all participated in the KnowBe4 Cyber Security training
- The Personnel Director consulted on disciplinary actions
- Personnel staff processed 9 FMLA requests and 4 Sick & Accident (short term disability) requests and 4 Paid Parental Leave requests
- The Personnel Director started preparations for upcoming negotiations including various meetings as well as closed sessions.
- The Personnel Director participated in interviews for the Purchasing Agent and the Finance Officer
- The Personnel Director held the final meeting of the Health Care Committee
- The Personnel Director attended the State of the Community luncheon
- The Personnel Director attended a GASB101 teams meeting with Rehmann

- Personnel Staff boarded 39 new employees in the first quarter

Payroll/Benefits/Retirement

- Filed and paid all monthly and Q4 2024 payroll taxes including MESC, 941 and Michigan state withholding
- The Payroll Clerk spent a significant amount of time on accruals, vacation and contract payouts
- Processed and distributed payroll EFT/checks
- Processed and distributed 675 W2s
- Filed W2 information with federal and state governments
- Updated wage tables to reflect new minimum wage
- Educated employees/retirees on benefits
- The Retirement Administrator and Payroll & Benefits Supervisor attended audit meetings and provided requested items to the auditors
- The Retirement Administrator has been working on GASB reporting
- The Retirement Administrator has continued to provide retirement estimates to employees, as well as processing 15 retirements, 16 refunds, 27 terminations, 6 deceased, and 54 new members
- The Retirement Administrator has responded to numerous FOIA requests
- Payroll, Benefits & Retirement staff all participated in KnowBe4 Cyber Security training
- Katie Spyhalski started her position as the new Benefits Administrator/Accountant
- The Retirement Administrator worked with Purchasing on RFP for actuarial services
- Payroll Clerk set up new accruals to comply with the new Employee Sick Time Act as well as updating pay codes for seasonal hires to comply with the new minimum wage effective 2/21/2025
- The Retirement Administrator worked on audit/year end items
- The Benefits Administrator participated in multiple training webinars for MIOSHA and had teams training with a BCBS representative.
- The Payroll/Benefits Supervisor attended a GASB 101 teams meeting with Rehmann

PUBLIC DEFENDER

There was a total of **192** new criminal cases during the quarter.

The breakdown is listed below:

Assigned Criminal Matters

Mr. Huber was assigned **26** new felony files.

Mr. Hetherington was assigned **33** new felony files

There were **118** new misdemeanor files assigned to;

Mr. Hetherington: **6**

Mr. Bonnell: **109**

Mr. Huber: **3**

There were **2** new felony violations of probation files assigned to Mr. Hetherington and **2** to Mr. Huber for a total of **4** for the quarter,

There were 8 misdemeanor violations of probation files assigned to Mr. Bonnell and one each to Mr. Hetherington and Mr. Huber for a total of 10.

Probate Matters

There were 7 new Delinquency cases, and 5 new Neglect cases assigned to Ms. Caprathe.

Training

Mr. Huber attended the Spring CDAM conference in March.

RECREATION & FACILITIES

During the 1st quarter of 2025, the Recreation and Facilities Department provided day-to-day supervision to the Buildings & Grounds Department and the Recreation Department. Additionally, the department worked on various tasks including but not limited to:

- Continued design and budget meetings for the Health & Human Services Building renovation and construction project.
- Animal services design and construction meetings, as well as pre-bid meetings. Post bid, discussed VE options for cost reduction.
- Continued discussion and began drafting scope for the pool construction project.
- Elevator project is progressing, and the fire alarm panel in both the County Building and LEC are complete.
- Civic Arena had many successful major events; January Freeze, Travel and House Districts, and Both Puck o' the Irish tournaments that add immense value to our community tourism.
- Interviewed and hired a new Community Center Manager.
- Met with the County Clerk regarding file storage options.
- Summer hiring posted and started. Summer Recreation Advertising.

Buildings and Grounds

County Building

- 3rd Floor remodel
- Provided dedicated circuits for fire system
- Water line moved out of elevator shaft per code
- Multiple radiator controls repaired
- Old phone lines removed
- Sewer lines repaired
- Circulating pump for chiller pulled
- Changed over to idle boiler and CSD-1's done
- 8th floor mini split removal and replacement

- Clerk's office lights changed out to LED

Law Enforcement Center/911

- LEC meeting room rewired
- Generator work
- Summit Fire up and running- just waiting on finalized fire inspection
- Ceiling tiles replaced in Bay City Police detective area
- New heat vents in Bay City Police detective area
- Clothing bars for T. Doyle area for more storage
- Dryer temperature control and safety switch / wiring fixed
- Csd-1s on each boiler
- Rubber flooring installed on 2nd floor control room
- Honey well valves repacking and replacement
- New Tile showers were installed along with new membranes for S and K showers, Reafixed and replaced plumbing fixtures as well.
- Three offices moves to accommodate the new conference room. Separated wires for lights, plugs and new internet lines
- Antenna repaired on roof - 911

Health Department

- Hot Water Circulating Pump replacement
- New security cameras mounted

Juvenile Home/Mental Health Homes

- Electrical at AFC Homes, New light Fixtures installed.
- Network lines ran for card readers
- Blower motor replaced; work done on HVAC units. - Juvenile
- Secured day room tables to floors - Juvenile

Courts

- District Court remodel
- Circuit Court remodel

Community Center/Civic Arena/Golf Course

- Circulating pump for boiler changed out - Civic Arena
- Ice maintenance / tournaments - Civic Arena
- 20 light fixtures changed out to LED - Community Center

Fairgrounds/Animal Control/Mosquito control

- Dog fence - Fairgrounds
- Flag light Replaced
- Replaced furnace - Mosquito Control

Pinconning Park

- Water towers worked on
- Dump station concrete and piping

County Grounds and Other

- Staff continue to collect unused materials, return scraps, and arrange items to be taken to 1Bid.US for auction.
- Staff continue to maintain and repair vehicles for the Health Department, Parks & Rec., Veteran Affairs, Juvenile Home, and Buildings & Grounds.
- Staff continue to service and repair county equipment.
- Staff continue to respond to miscellaneous service calls.
- Staff continue to collect and deliver mail.
- Snow removal and salt throughout winter months.

Civic Arena

- Hours of ice rental
 - January - 481.5
 - February - 449
 - March - 359.5
- Hosted 5 tournaments totaling 132 teams. January Freeze, House Districts, Travel Districts, U6/U8 Puck O Irish, 10U/12U/14U Puck O Irish.
- 378 participants in adult skating
- Adult League: 17 teams for Winter Season, 298 sub fees collected
- Bay County Hockey Association had 10 house teams and 4 travel teams
- 25 birthday parties
- 86 Drop in Hockey
- 1593 public skaters, 1200 skate rentals - 75.5% of public skaters rented skates
- Various other users include Mid-Michigan Hockey Development Program, Tri Valley Thunder, Bay City Wolves, Saginaw JR Spirit & Gears travel, Midland Hornets girls, and school groups
- 589 skate sharpen
- 294 stick & pucks
- 426 skills & drills

Community Center**Fitness Classes:**

| | | | |
|----------------------|---------------------|-------------------|---------------------------|
| Fit Fun | Mon., Weds., & Fri. | 9:30 am-10:15 am | 25 participants per class |
| Yoga Fit | Tues. & Thurs. | 9:30 am-10:15 am | 23 participants |
| Chair Fitness | Tuesdays | 11:00 am-11:30 am | 20 participants per class |
| Chair Yoga | Wednesdays | 11:00 am-11:30 am | 15 participants per class |

Class times for Fit Fun fitness class changed to 9:00am - 9:45am Mon., Wed. & Fri.

Beth Trahan began retirement on March 7th, however she remains as a part-time county employee to teach fitness classes and aid in the training of Juliet Nicholls, the new Community Center Manager.

Open Volleyball: Tues. & Thurs. 9:00 am-12:00 pm 12-15 per session
 Saturdays 11:30 am-2:00 pm
Badminton: Tuesdays 12:30 pm-2:30 pm 12-13 per session
Pickleball: 1203 players for this quarter.
Community Center Rentals: Every Saturday and Sunday.

In collaboration with the Department on Aging we have added Line Dancing/ \$3 per person and Pinnochle (free) on Fridays.

Men's Basketball Winter League: Cancelled

Volleyball Women's League: 15 teams play on Tuesday, Wednesday and Friday 6p- 10p
Youth Basketball: Monday - Friday the small gym is rented for youth basketball 5p-7p.
 We charge them \$3 per athlete and \$5 per coach to use the gym.

Fairgrounds: No rentals this quarter.
Canteen: Tuesday through Thursday for DOA meals.

Golf Course

- Purchased 2 greens mowers
- Purchased 1 rough mower
- Purchased 1 fairway mower
- Purchased a utility vehicle
- Purchased a greens roller
- Purchased a bunker rake
- Purchased 10 new windshields for golf cart fleet

Pinconning Park

- January 2025 was a good month for selling day and yearly passes for ice fisherman and cabin rentals due to the Saginaw Bay freezing over. A lot of January was spent taking reservations for 2025. We book about 75% of the campground and cabin during this month. Due to cold temperatures, we had a good share of snow, which kept us busy with snow plowing and shoveling.
- February 2025 was a good month for taking more reservations. The ice conditions in the bay went from good to bad. Thus, the parking pass and cabin sales slowed up quite a bit. Extra time was spent painting and doing repairs in bath house for 2025 camping season.
- March 2025 with the snow melting, most of our time was spent cleaning up campsites, trails, waterfront areas of debris and sticks. Also, many hazardous trees and tree branches were cut down and removed from campsite areas.