



REPORT TO THE COUNTY EXECUTIVE FOURTH QUARTER, 2025

The following reports for the 4th quarter of 2025 are presented to the County Executive:

ADMINISTRATIVE SERVICES

Animal Control

The Shelter took in 77 cats and 178 dogs 4 rabbits, and 6 guinea pigs.

- Owners claimed 0 cats and 67 dogs.
- We adopted 43 cats, 32 dogs, 4 rabbits, and 6 guinea pigs.
- Euthanized by owner request were 26 cats and 47 dogs.
- Euthanized due to aggressive behavior or illness were 3 cats and 4 dogs.
- We were able to transfer 32 dogs and 1 cat to other shelters.

Field Activity: Officers went out on 815 calls this quarter, which include the following:

- 73 Animal Bites
- 68 Investigations of Cruelty, Neglect, or Abandonment
- 98 Loose and Aggressive
- 95 Barking

- We are promoting our adoptable animals on various websites, Facebook, Petfinder.com, YouTube, Instagram, Twitter, etc.

- Municipal Shelters are still dealing with overcrowding in the shelters due to owners giving up their pets, along with abandonment of pets, hoarding cases, & cruelty cases.

- We are still operating an emergency food pantry for pets, and we are seeing more people in need of help to feed their pets, due to loss of job, layoffs, and the economy.

- Our October vaccine clinic at the Fairgrounds, went well with Dr Haiderer, from Bay Valley Animal Hospital, who helped with administering the vaccines. We had 500 dogs and cats come through the vaccine clinic. Mitten Mutts Rescue helped with the vaccine clinic, and they paid for the vaccines. Mitten Mutts offered free microchipping too

Veterans

Emergency Relief Fund

During this period, the Department serviced (33) veterans. Of these veterans: (1) veterans did not meet program criteria; (1) too early for servicing and (2) ineligible for the program. Additionally, (11) of the (25) veterans who received food and/or gas cards returned receipts so far.

(25) Food Vouchers, (21) Fuel Vouchers

Assistance Provided	Amount
Food	\$2,150.00
Gas	\$525.00
Heat/Furnace	\$0.00
Water/Sewer	\$0.00
Bay City Utilities	\$ 1392.30
Consumers Energy	\$0.00
Car Repair	\$229.76
Bus Passes	\$0.00
Rent/Mortgage	\$746.00
Home Repair	\$4430.00
Other (Propane)	\$ 0.00
Total	\$9,473.06

Transportation

	VETS	MILEAGE	DRIVERHOURS
Ford Van	27	847	10.5
Red Chrysler Van	9	180	18.5
Grey Chrysler Van	10	363	10.5
TOTAL	46	1390	39.5

County Markers and/or Burial Benefits:

Veterans	Spouses	Markers	No Wartime
15	7	1	1

Michigan Veterans Trust Fund (MVAA/MVTF) Applications

Local Board		MVTF		
In Process	Approved	In Process	Approved	Disapproved
1	0	1	0	0

County Veteran Service Officer

- See Attached.

Bay County FY 2026

Relationship	
Veteran	516
Spouse	113
Other	14
Total	643

War Era	
WWII	4
Korean War	8
Vietnam War	168
Gulf War	216
Peacetime	103
Total	499

County	
Bay	565
Saginaw	42
Midland	10
Arenac	1
	0
	0
	0
	0
Other	17
Total	635

Claims Activity	Q1	Q2	Q3	Q4	Total
Federal Burial Allowance	12	1	0	0	13
Clothing Allowance	0	0	0	0	0
Survivors Pension	5	0	0	0	5
Death Indemnity Compensation	7	2	0	0	9
Educational Claims	0	0	0	0	0
Non-Service Connected Pension	6	4	0	0	10
Special Adapted Automobile	0	0	0	0	0
Special Adapted Housing	0	0	0	0	0
Service Connected Compensation	62	11	0	0	73
Additional Forms Completed	91	15	0	0	106
Total	183	33	0	0	216

Support Services	Q1	Q2	Q3	Q4	Total
Michigan Veteran Trust Fund	0	0	0	0	0
Soldiers/Sailors Relief Fund	0	0	0	0	0
County Burial Allowance	0	0	0	0	0
Home Loan Certificate of Eligibility	1	0	0	0	1
CHAMPVA	2	2	0	0	4
Healthcare Enrollment	15	0	0	0	15
Other Support Services	14	5	0	0	19
Total	32	7	0	0	39

Appeals Process	Q1	Q2	Q3	Q4	Total
Supplemental Claims	41	7	0	0	48
Higher-Level Reviews	3	2	0	0	5
Board of Veterans Appeals	2	0	0	0	2
Total	0	9	0	0	55

Other Activities	Q1	Q2	Q3	Q4	Total
Personal Interviews	0	0	0	0	0
File Reviews	330	49	0	0	379
Claim Status Checks	32	5	0	0	37
Total	362	54	0	0	416

Forms	Q1	Q2	Q3	Q4	Total
Sent to VA	28	5	0	0	33
Sent to VSOs (AL, DAV, VVA, VVA)	179	27	0	0	206
Total	207	32	0	0	239

Demographics	Q1	Q2	Q3	Q4	Total
Aging and Elderly Veterans (70+)	54	10	0	0	64
Female Veterans	19	8	0	0	27

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 categories they should be counted under each category

CENTRAL DISPATCH 9-1-1

Overview

This quarter focused on steady, practical improvements. We made progress in hiring, completed installation and testing of the new generator, improved mapping accuracy, and continued moving several technology projects forward. Most of the work this quarter was about making daily operations more reliable and better supported.

Personnel & Staffing

Hiring was a major focus this quarter. Several hundred applicants through Indeed resulted in several applicants completing testing, sit-alongs, informal interviews, and formal interviews. Eight candidates were approved for hire. Two are scheduled to start soon, with six remaining active on the hiring list. This gives us a solid hiring pipeline and helps us continue the trend of stabilizing staffing levels and reducing overtime.

Infrastructure and Continuity

The new diesel generator has been installed and fully tested. Escon with Building & Grounds completed the installation, followed by several hours of load bank and full transfer testing with no issues. This significantly improves our ability to operate through extended power outages.

Fireboard notification upgrades are nearly complete. Anderson Radio is finishing the system that integrates fire board notifications directly onto Motorola radio screens, improving visibility and reliability of alerts.

Technology & Systems

RapidSOS and caller location enhancements are moving forward. Automatic Number Identification and Automatic Location Information (ANI/ALI) from all phone lines will be available at every dispatcher position. Rollout will occur over the next few weeks, and staff will log into the RapidSOS Unite portal to access this information. This will improve location accuracy and situational awareness on calls.

Monitor Township Fire Department transitioned to single tones, simplifying alerting and reducing confusion during tone-outs.

Scanner and LEIN recording equipment was replaced, allowing those talk groups to be recorded going forward. We continue long term planning around digital recording and encryption through AIS and direct integration with MPSCS to prepare for more encrypted and digital radio environments.

GIS and Mapping

GIS made several important improvements this quarter. Water boundaries were extended so first party caller coordinates can be used for all water rescues, improving response accuracy for marine incidents.

The 2025 flyover imagery has been added to CAD. Dispatchers can now switch between 2020 and 2025 imagery as needed, improving accuracy in areas with new construction or changing terrain.

We are working with GIS to remove NBA as the primary EMS agency for Gibson Township following a formal request from the township.

Quality Assurance and Documentation

This quarter included a focus on improving narrative consistency and clarity. We are standardizing narrative language, so information is easier to read, easier to understand, and more consistent across shifts. This includes reducing unnecessary filler language and keeping wording simple and direct, while still allowing quoting and clarification when needed.

We also reviewed how high frequency callers are handled, particularly in mental health related situations. The goal is to ensure valid issues are always documented as calls for service, while also protecting 911 availability when there is no actionable issue.

Looking Ahead

Next quarter will focus on completing RapidSOS rollout, onboarding new hires, continuing narrative quality improvements, finishing fire board integration, and advancing planning for hosted CAD and future recording and encryption solutions. The goal is steady improvement without disrupting daily operations.

CORPORATION COUNSEL**4th Quarter Report, 2025**

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- OPENED NEW MATTERS, REVIEWED CONTRACTS, OR PROVIDED LEGAL OPINIONS TO:
 - Animal Services
 - Board of Commissioners
 - Central Dispatch 9-1-1
 - Circuit Court
 - Clerk
 - Community Corrections
 - Corporation Counsel/FOIA
 - Criminal Defense
 - Department on Aging
 - District Court
 - Environmental Affairs
 - Emergency Management
 - Executive
 - Finance
 - Geographic Information Systems
 - Health Department
 - Information Systems Division
 - Juvenile Home
 - Personnel & Employee Relations
 - Probate & Juvenile Court
 - Purchasing
 - Recreation and Facilities
 - Retirement Board
 - Sheriff
 - Transportation Planning
 - Treasurer
 - Received, reviewed, and responded to various subpoenas:
 - Bay County Central Dispatch - 1
 - Attended Board of Commissioners meetings
 - Attended Retirement Board meetings
 - Attended VEBA Board meetings
 - 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
 - Assisted Board of Commissioners with Parliamentary Procedure, Open Meetings Act and Board Rule Issues
 - Provided legal opinions and guidance on employee and personnel issues
 - Attended meetings concerning the Bay County Community Health Center building

- Attended meetings regarding the Bay County Community Center Pool
- Attended meetings related to the Bay County Juvenile Home
- Attended meetings regarding a new Department on Aging grant
- Participated in a meeting with Probate Court administration regarding internal procedures & various contract matters
- Attended Committee and internal meetings regarding County Materials Management Plan

CURRENT LITIGATION

- 24 Claims for Surplus Proceeds (Pre-2020)
- Earl Blount v. Bay County, et al
- Christine Fiebke v. Bay County
- 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

- Participated in a meeting with the MMRMA Risk Manager to review 2026 coverage
- Distributed 2026 vehicle insurance certificates to relevant fleet departments
- Received & filed 14 incident report forms
 - MMRMA Claim Submissions for this quarter:
 - BCSO vehicle incident, Claim No. 2503790
 - BCSO vehicle incident, Claim No. 2504191
 - BCSO vehicle incident, Claim No. 2504326
 - BCSO vehicle incident, Claim No. 2504495
 - Buildings & Grounds vehicle incident, Claim No. 2504252
 - Drain Commissioner vehicle incident, Claim No. 2504491
 - Continued coordinating and processing the following MMRMA submitted claims:
 - Earl Blount Jr. v. Bay County, et al, Claim No. 2503555
 - BCSO vehicle incident, Claim No. 2503257
 - BCSO vehicle incident, Claim No. 2503164
 - BCSO vehicle incident, Claim No. 2502343
 - BCSO Aquasport incident, Claim No. 2502588

FREEDOM OF INFORMATION ACT (FOIA)

- Processed and responded to **282** FOIA requests
 - Including **16** requests for deputy bodycam/dashcam 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
 - Prosecutor’s Office
 - Retirement Board
 - Sheriff’s Office
 - Treasurer’s Office

CRIMINAL DEFENSE

SEPTEMBER 2025 Appointments

Numbers not available for last quarter’s report

- 59 Appointments

OCTOBER 2025 Appointments

- 68 Appointments

NOVEMBER 2025 Appointments

- 46 Appointments

DECEMBER 2025 Appointments

- Information not available yet

Goals Next Quarter:

Continuing Legal Education

Office of Assigned Counsel

SEPTEMBER 2025 Arraignments by MIDC Attorneys

Not available last quarter

- 297 District Court
- 23 Circuit Court

OCTOBER 2025 Arraignments

- 286 District Court
- 32 Circuit Court

NOVEMBER 2025 Arraignments by MIDC Attorneys

- 201 District Court
- 19 Circuit Court

DECEMBER 2025 Appointments

- Information not available yet

Goals Next Quarter:
Quarterly Reporting

ON AGING (DOA)

- See Attached.

ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

Director's Report

Division Work:

- FY2026 budgets were submitted for consideration to County Executive and Board of Commissioners in mid-2025, finalized in Q4 and adopted by BoC at end of year, ensuring we can be well positioned to implement our department's suite of community services in 2026.

Partnerships, Engagement:

- Director Losey and other county staff met with staff from EGLE to discuss future restoration opportunities at the County-owned vacant parcel near State Park Drive and Beaver Rd.
- Director Losey and other county staff met with representatives from Republic Landfill to discuss future operational plans for the landfill site. As part of our upcoming Materials Management Plan, siting for facilities of this nature will need to be considered along with other environmental and community factors.
- Completed a 'Roadmap' process for Geographic Information Systems software with assistance from vendor staff at ESRI and in partnership with other county departments/entities. This resulted in our ability to request a comprehensive, updated user agreement with ESRI to provide GIS software that will assist our county in deploying GIS solutions that enhance our existing services and help to turn data into information that will benefit the community.

Community Initiatives:

- Materials Management Planning: This is a state-required update to the Solid Waste Management planning process of the past, and the Department of Environmental Affairs & Community Development is the Designated Planning Agent for this effort.
 - In late Q4 2025, we received a grant agreement from EGLE to assist with planning efforts. The dollar amount of the grant is approximately \$112,000 and we anticipate executing the grant agreement in Q1 2026.
- Bay County Brownfield Redevelopment Authority:



Bay County Department on Aging

3rd Quarter 2025

**Home
Delivered
Meals**

49,807

**Congregate
Meals**

Activity Centers

5847

**Volunteer
Hours**

481.25

BCDOA's Kawkawlin Activity Center is now open 3 days a week, and the residents of Kawkawlin Township are very happy. Remember our Activity Centers are warning centers when they are open during the winter months.

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 schedule for staff is full 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)**

156.5

**Caregiver
Case Mgr.**

25.75

Caregiver (Hours) 158.25

Case Coordination (Hours) 2495.75

**Homemaking
(Hours)**

2195.75

**Personal Care
(Hours)**

725.75

Activity Centers Update:

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

You can receive it through snail mail, email or pick it up at any Activity Center!

For more information please visit our web page at

www.baycountymi.gov/aging/

Department on Aging 2025 Winter Olympic Games were GREAT!

We had a new game this year called "Battle Golf" and we had 17 participants!!

The Olympic games are open to those participants 55 years and better and are held in the summer and winter!

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!!

- The brownfield rehabilitation project at 1912 S. Euclid, a former gas station site with legacy pollution issues, was completed by the end of Q4 2025 and is now a Tim Horton's store.

Department Staffing Updates:

- Temporary status position serving as Transportation Planning and GIS Technician completed a full quarter of work in Q4 2025 after onboarding late in Q3.
- The Environmental Quality Compliance Technician, a position that assists with Soil Erosion/Sediment Control and municipal stormwater discharge work, was filled in late December in Bay County and the person selected, Jessica Letherer, will be starting in the new year.
- Charles Brunner wrapped up his temporary service in the Environmental Affairs and Community Development department in Q4 2025. Charlie helped in organizing and filing physical records, supplies and equipment in the office and has positioned us to better answer requests for information and implemented a comprehensive and organized library of documents/resources for our staff.
- Former department director Laura Ogar completed her term with Bay County at the end of 2025. We wish her well on future endeavors and appreciate the help she provided in closing out several projects including the Linwood Scenic Access and 1912 S Euclid (Tim Horton's) Brownfield rehabilitation project.
- See the upcoming EEOP report for more details on personnel.

Forest Sustainability Program

During the 4th Quarter of 2025, the staff of the Bay County Forest Sustainability Program has been busy with the following activities:

Spongy Moth Fall/Winter Monitoring

- Starting in early October until mid-December, program staff had been monitoring all wooded areas throughout Bay County for Spongy Moth egg masses on the bark of the trees. Program staff surveyed each township to get an understanding of where the Spongy Moth populations currently stand, and if any areas may need aerial treatment for the Spring of 2026 to stop the Spongy Moth caterpillars from damaging any trees. After analyzing the data collected, the staff do not see any signs of increasing Spongy Moth populations. Throughout the county, egg mass numbers have been low and stable. This coincides with our Spongy Moth Trapping Data, which also shows a stabilized population number from the last two years. There were also no phone calls for Spongy Moth complaints for the entire year. The surveys conclude that the program is not anticipating any aerial treatment for 2026.

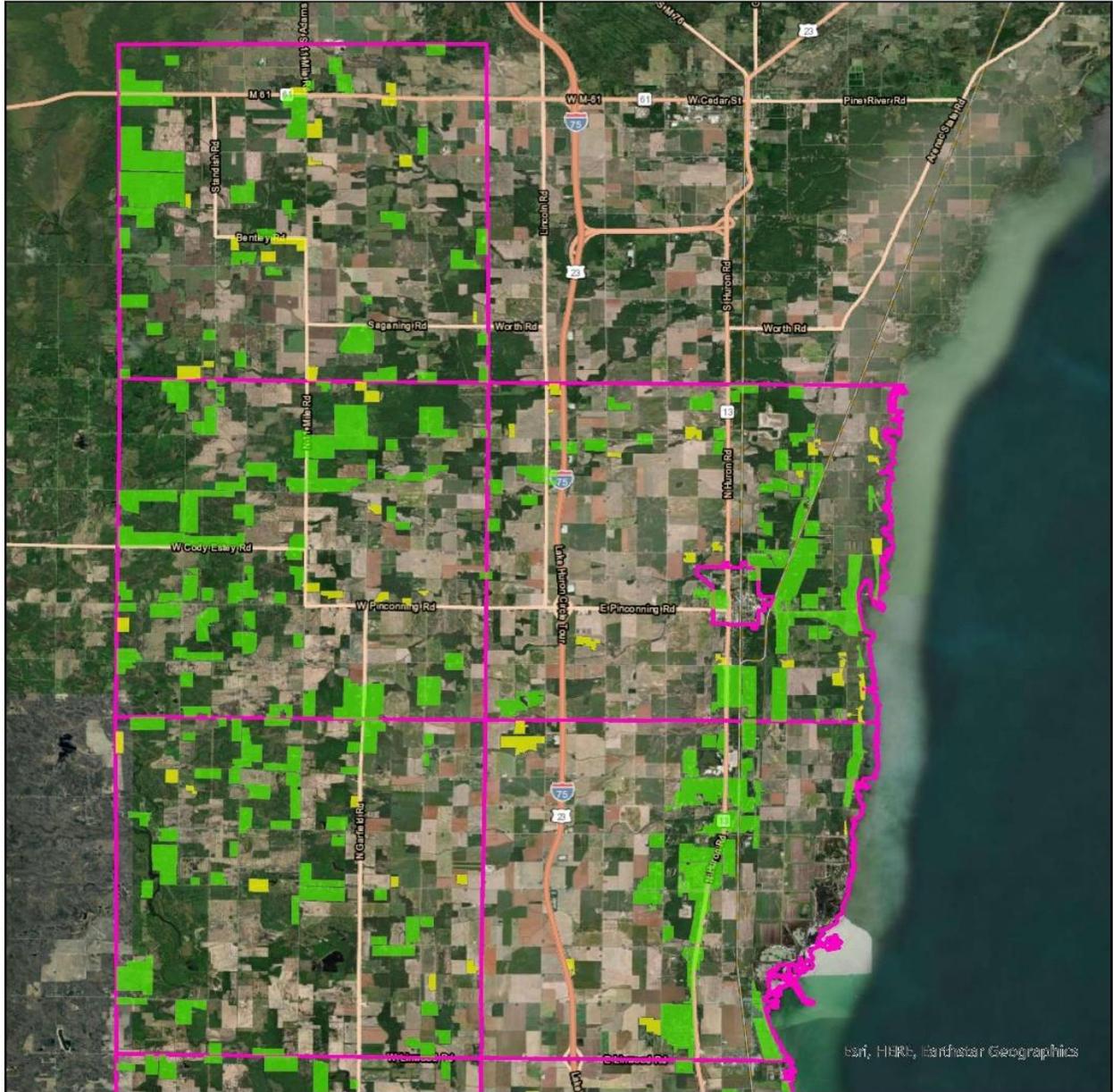
- Through our surveys, we were able to keep in touch with many of our foundational landowners who own the majority of areas that Spongy Moth populations tend to increase. Each year, we continuously educate these landowners while we perform our surveys for any incoming invasive species.
- The NPDES Annual Report detailing program treatment activities was filed on the State of Michigan MIWaters portal in compliance with our Forest Pest Treatment Certificate of Coverage. This report was submitted on 11/25/2025.
- While program staff performed the fall monitoring surveys for Spongy Moth, they were also actively searching for any new signs of other invasive species or diseases. Some of these include the Spotted Lanternfly, Hemlock Woolly Adelgid, Oak Wilt, Beech Bark Disease, Beech Leaf Disease, and more. Program staff also updated their data on the spread of the invasive Beech Scale, which has grown in their area of impact through much of the native Beech trees in Bay County. Unfortunately, it is a question of “when” that these Beech trees will be infected with Beech Bark disease from the puncture wounds the Beech Scale create.

Please see the included map showing program staff’s historical monitoring sites throughout Bay County.



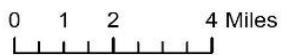
Forest Sustainability Program

2025 Fall Spongy Moth Egg Mass Monitoring Northern Bay County



Historical Monitoring Sites

- Property Check Completed
- Unchecked Property
- Township/County Boundaries



Specific areas of historic monitoring sites include Gibson, Mt Forest, Pinconning, Fraser, and Garfield townships. The city of Pinconning also contains monitoring sites.

Emerald Ash Borer Research Project

- The 3-year study for trapping Emerald Ash Borer has concluded its third year for collecting data using program's ash tree canopy traps. The data is now being compiled and organized by program staff. Overall, totals for the year 2025 appear to be 107 Emerald Ash Borer caught, but this total sum is subject to change. Program staff will continue writing a report on this study, and plan to have the report finished in 2026.
- Areas where the canopy traps were located include: Bentley Ballpark, Pinconning Park, Fraser Township Hall, Garfield Township Hall, Williams Township Park, Frankenlust Township Hall, Finn Road Park. Fraser Township Hall collected the most Emerald Ash Borer. The Bay County Golf Course was not included in this year's studies due to the lack of beetles caught in the previous two years, as well as the close proximity of Finn Road Park's canopy traps.

Spotted Lanternfly Research

- Forest Sustainability Program staff continued their first year of monitoring for the invasive Spotted Lanternfly.
- Currently, the Spotted Lanternfly has only been found in Lenawee, Macomb, Monroe, Oakland, and Way counties in southeastern Michigan.
- At ArborCon and MSU's Forest Health presentations, program staff learned that Spotted Lanternfly spread through long distances may be directly correlated to rail traffic, and that the insect can hitchhike on trains to infest new areas. Bay City and the county of Bay have daily rail traffic, so program staff believed it was advantageous to deploy Spotted Lanternfly traps in the scenario that the insect was transported from downstate.
- Early detection of the Spotted Lanternfly is important to stop an initial spread, and to warn homeowners of the damage the insect can cause to certain ornamental / fruit trees, as well as being a general nuisance to the public. Initial public outreach to stop the spread is crucial in efforts to contain this insect.
- From September until December 2025, three "lampshade" traps were implemented on Tree of Heaven, the insect's host species. The traps are made of roofing shingles, and it mimics an ideal spot for a Spotted Lanternfly to lay their eggs. Two of these lampshade traps were deployed in the city of Essexville, and one deployed in the city of Bay City. These preliminary monitoring traps did not catch any egg masses for their first season of deployment.

Technology

- Forest Sustainability staff, along with the GIS staff, are actively looking for ways to improve the technology used. Staff had multiple meetings with ESRI professionals to

learn about how implementing an ArcGIS Enterprise could be beneficial for our programs. Program Assistant Carter Rogers also joined in a virtual meeting to specifically learn about ESRI's new rollouts of ArcGIS "invasive pest solutions" and how staff could use the software.

Community Outreach

- Program staff continue to send Constant Contact newsletters about updates for the program and what the public should be informed about in the invasive species and environmental world. Staff continue to update the website for the public. This has been a resourceful tool over the year to spread the news on our monitoring updates, as well as becoming certified arborists. Since becoming certified, the program has received several calls pertaining to the general health of a homeowner's trees.

Training and Events

- Program staff are looking at ways they can become oak wilt certified in the coming months.
- Staff will seek out the next Arborcon event for 2026, as well as keeping up to date for the annual COMPASS conference (formerly known as MiCamp in previous quarterly reports).

Geographic Information Systems (GIS)

- Made updates to the FetchGIS & Bay County parcel layer. General GIS requests (4), and maintenance of Central Dispatch GIS layers.
- Held ongoing discussions around ESRI Enterprise Agreement for GIS software within the County.

Mosquito Control

Operations:

- End-of-season chemical inventory was analyzed and 2026 treatment plans were developed to determine products and quantities needed for 2026.
- End of season reports, inventories, orders, and quality verification of treatment records occurred.
- Staff continue to develop the ESRI-based FieldSeeker Core system for managing data and continue to develop other ESRI applications for the program.
- Facility maintenance projects have been undertaken including installation of new carpet and industrial pallet racks for storage.

Fleet/Equipment:

- Mosquito Control's mechanic completed end-of-year vehicle inspections and coordinated warranty repairs on the fleet.
- Continue to utilize 3D printing to design and fabricate new parts for lab and field operations.

Outreach/Education:

- In partnership with the Michigan Mosquito Control Association and approved by the Michigan Department of Agriculture and Rural Development, assisted in hosting a 7F Training Seminar for nearly 100 pesticide applicators in Michigan focusing on best practices in the mosquito control industry.
- Department serves as planning chairman for the 40th Annual Michigan Mosquito Control Association conference in February, coordinating speakers, vendors, and registration for a meeting of 120 industry researchers and professionals.
- 2025 BCMC Annual Report is currently being developed.
- Continue involvement with the Michigan Mosquito Control Association and participate in regular Board of Directors meetings.
- Continue involvement with the Midwest Centers of Excellence for Vector-borne Disease and participate in regular meetings.
- Staff trained for FAA Part 107 licensing and completed exams to operate drones.

Regulatory:

- Completed the National Pollutant Discharge Elimination System (NPDES) Annual Report through the EGLE MiEnviro site.
- Updated BCMC's Pesticide Discharge Management Plan (PDMP), an internal document stating treatment plans for Bay County in 2026 under NPDES.
- Required permit for 2026 is being prepared and submitted for multiple entities including EGLE, MDARD, and Bay City State Park.

Personnel:

- Seasonal Supervisor Alec Leppek was laid off October 31

Transportation Planning Division/BCATS

- Maintained discussions on transportation issues with the BCATS Chairman and MDOT Statewide Planning in preparation for the policy and technical committees. Organized, coordinated, attended, and reported on BCATS Technical and Policy Committee meetings. Continued review of various trade journals and transportation planning publications. Submitted letters of support for various local agency grant applications. Completed FY2025, FY2024 Final Acceptance Reports & FY2025 Obligation Report, published to Bay County web page. Initiation of BCATS Bylaw amendment. Completed pass through agreement for FY2025 with Bay Metro.
- Updated UWP following FHWA review.
- Attended TIP Review meetings hosted by MDOT. Hosted BCATS Technical Committee meeting in August. Completed TIP Amendments.
- Continued working to update and verify traffic count data. Continued GIS efforts for integration with transportation planning activities. Continued updating the Bay County web page to include new transportation planning information. Updated GIS web applications for PASER, Road Project data. Completed initial 2025/2026 HPMS review and data collection

- Maintained Asset Management billings. Completed PASER rating on 100% of federal-aid network with Bay County Road Commission and the City of Bay City. Generated PASER maps for public use.
- Continued review of BCATS 2045 Long Range Plan. Updates to census information, demographic analysis.
- Received and approved MDOT CY2026 National Performance and Safety Measures.

EQUALIZATION

- Submitted final certification of appraisal studies with the Michigan State Tax Commission.
- Prepared and filed form L-4015 with the local units and Michigan State Tax Commission.
- Prepared and filed form L-4015a with the local units and Michigan State Tax Commission.
- Prepared and filed form L-4017 with the local units and Michigan State Tax Commission.
- Prepared and filed form L-4018 with the local units and Michigan State Tax Commission.
- Prepare for annual pre-March Board of Review assessment roll audits.
- Apportionment Report presented to the County Board of Commissioners, to approve millage rates to be spread on Taxable Valuations and finally submitted to the State Tax Commission.
- Appraised properties in each real property class, for land values, economic condition factors, and appraisal studies.
- Assigning new parcel numbers for split or combined properties, writing legal descriptions, and updating the Equalization Maps.
- Continued to manage county database with sales, name changes, and other recorded documents.
- Assisted Township/City Officials, attorneys, title researchers and individual property owners with assessment and legal description questions.
- Input December Board of Review information into the assessing database.

FINANCE**Accounting/Budget**

- Finance and Budget participated in the closing of the Michigan Transportation Fund Bond, Series 2025, on Thursday, December 18, 2025. This bond, amounting to just under \$12 million, was secured for the Road Commission to construct a new storage facility that will help extend the lifespan of their vehicle fleet and equipment.
- Work with County Executive and various Department Heads on the 2026 Budget.
- Processed grant amendments and budget adjustments for grant year-end.
- Budget and Finance Departments continue to work on GASB87 Leases and GASB96 Subscription Based Information Technology Arrangements to ensure the 2025 year-end will report Bay County Leases and/or Arrangements for the new GASB requirements.
- Budget and Finance Departments presented the overview of the 2026 Executive Recommended Budget at the October 7, 2025, Committee of the Whole meeting.
- Coordinated several meetings regarding 2026 Budget. Prepared the final 2026 Budget for the Bay County Board of Commissioners which they adopted November 18, 2025.
- Budget and Finance worked with District, Circuit and Probate Courts on the Court Cash and Custodial Fund balance.
- Budget and Finance attended GFOA 2025 Annual Governmental GAAP updates in November 2025.
- Budget and Finance participated in Animal and Swimming Pool Project meetings.
- Budget and Finance reviewed Cleargov financial software.
- Budget and Finance reviewed BS&A Software Demos and questions on October 20, 2025, and Tyler Software Demos and questions on October 21, 2025.

Purchasing

- Awarded bid RFQu 2025-09 Jail Feasibility/Building Assessment Consultant to Abonmarche.
- Awarded bid RFP 2025-10 Retirement Board Actuarial Audit Services to Foster & Foster.
- Released bid IFB 2025-12 Indirect Cost Allocation Plan.
- Awarded bid IFB 2025-12 Indirect Cost Allocation Plan to MGT.
- Released bid RFQu 2025-14 Bay County Medical Examiner.
- Began work with departments on 2026 bids.
- Completed all monthly recurring invoices.
- Prepared credit card voucher packets and entered credit card journal entries.
- Worked with various departments to resolve issues.
- Communicated with vendor representatives to resolve invoicing issues.

Information Systems Division

Projects Completed:

- Worked with Karpel to complete the conversion from ACT/JCT for the Prosecutor's Office.
- Upgraded Extraction System for Register of Deeds.

Projects Started and Ongoing:

- Implementing, installing and deploying new computers.
- GIS Licensing: Met with ESRI and various departments and component units of Bay County looking at a County wide agreement.
- Working with Cisco and CDW to complete an enterprise switch upgrade of the backbone of the County network.
- New licensing for KnowBe4 that will allow for Human Resource Compliancy.
- Installed and configured new security cameras for the Court Facility.
- Worked with various vendors on 2026 projects.
- Number of Help Desk tickets closed: 842

HEALTH

Administration

Major items to note during this period include:

1. Construction continues for 4150 Wilder Road, the home of the future Bay County Health and Human Services Center with Serenus Johnson. Significant progress has been made on the building in this quarter with over 1,000,000 square feet of drywall hung, windows placed, and electrical and plumbing fixtures in place. The County continues to negotiate terms for leasing other space with another potential collaborative agency. The renovation of the Health Department area is expected to be completed by April/May 2026.
2. The Health Department is working with McLaren Bay Region in formulating a Community Health Improvement Plan (CHIP) with local health and human services providers in the community. The plan, which typically reflects community health needs and issues (i.e. chronic diseases prevention and targeted interventions) will also incorporate community-based social determinants of health. Accordingly, the Health Department is collaborating with the United Way on a community-based survey of health needs and a report on the "State of the Young Child" in Bay County.
3. The Health Department has inaugurated Diabetes Self-Management Education Services (DSMES) after a two-year hiatus when McLaren Bay Region discontinued the program. DSMES services are currently supported with startup funding from the Michigan Department of Health and Human Services. It is estimated that the prevalence of Type 2 Diabetes in Bay County is 19%, much higher than the national average of 10%.

Children's Special Health Care Services (CSHCS)

CSHCS provides supplemental insurance benefits and services of a registered nurse to children who have a qualifying medical diagnosis to have improved health outcomes and an enhanced quality of life. With the expansion of individuals from birth to age 26 now eligible for this program, BCHD administers the program to 353 individuals from Bay County.

Communicable Disease (CD) Division

The Bay County Health Department remains vigilant in its investigation of all reportable conditions. During this quarter, the CD Division successfully investigated and resolved 286 cases of communicable diseases. Staff in CD has worked collaboratively with schools in the area to begin required communicable disease reporting for the current school year. There were continued varicella (chickenpox) outbreaks occurring at a local schools.

Environmental Health

A total of ten septic and eleven permits were issued this quarter. Twenty-six onsite inspections were completed in these programs and two failed systems investigated. Restaurant and temporary food inspections continue, with a total of 175 routine inspections, 17 follow-up inspections, and 4 temporary and mobile units inspections completed.

Immunizations

Immunizations have a fully trained staff that is back to running our regular clinic schedule offering appointments Mondays, Tuesdays, and Wednesdays and limited appointments on Thursdays and Fridays. There were 983 vaccines administered during this quarter.

Personal Health/Family Planning

The Personal Health Family Planning (PHFP) Clinic has been able to provide an increased number of days with our Nurse Practitioner to allow initiation of birth control and address other complex sexual health needs. Our clinic has been able to provide scheduled appointments during our normal business hours and has been working on attending outreach events and providing education to the community through social media platforms. During this quarter, the clinic provided health and contraceptive services to 138 women, men, and teens.

Health Education

Eat Safe Fish Grant - Community Health Educator continues to conduct outreach on the MDHHS Eat Safe Fish Advisory within Bay, Midland and Saginaw Counties via some outreach events as well as distribution at various businesses and stakeholders.

Hearing and Vision Program

The Hearing and Vision technicians provide hearing and vision screenings in preschools and schools. Children who do not pass the screening are referred to medical care. Technicians follow up on referrals to ensure children receive medical care. In the fourth quarter of 2025, Total number of children screened for Vision: 1,371. Total number of children screened for Hearing: 928

Childhood Lead Program

Healthy Homes and Lead Poisoning Surveillance System (HHLPSS) is the MDHHS system to report on blood lead levels for all children in Michigan. In Bay County during this time, one new individual investigation on elevated blood lead levels was completed. Ten children remain followed by case management services.

Maternal Infant Health Department (MIHP)

The Maternal Infant Health Program (MIHP) completed over 140 visits with clients this quarter through a combination of telehealth, office, and home visits. In the breast-

feeding outreach and education program, 200+ newborn client contacts were made during the quarter, and over 1,000 individuals were provided support in the previous year.

WIC ~ Women, Infants and Children Program

The Pinconning WIC Clinic continues in the new Sterling Area Health Center. Clients in northern Bay County have transitioned back and clinic schedules are getting full each month. As WIC food packages are being updated with more food choices staff are working individually with each family to ensure they are educated on new foods and what meets their individual needs. Bay County WIC enrollment was 2,027 with 96.9% of those actively participating and receiving services. WIC redemptions (store purchases) generated to local grocery stores totaled \$421,267.00.

JUVENILE DETENTION & CHILD CARE SERVICES

- No Report Submitted.

MSU EXTENSION

Ronda Tousciuk, 4-H Program Coordinator

This quarter marked a significant transition for Ronda, who concluded her role as a Community Nutrition Instructor (CNI) in September and began her new position as a 4-H Program Coordinator (PC) on October 1, 2025.

- Ronda closed out several impactful years as a CNI, delivering nutrition education to diverse audiences—including adults with intellectual and developmental disabilities, foster youth, and transient populations—and strengthening community partnerships across Bay County.
- In her new role as a 4-H Program Coordinator, Ronda is shifting her focus to positive youth development, volunteer recruitment, and program expansion aligned with the 4-H mission. Her background in community education and engagement provides a strong foundation for this work.
- This quarter, Ronda earned the 2025 National Nutrition Certification and received the Shared Values Award from Michigan State University Extension, recognizing her commitment to trustworthy, relationship-centered community service.
- Ronda’s priorities for the coming months include strengthening volunteer networks, expanding program accessibility, and ensuring that 4-H remains a trusted and inclusive resource for youth and families.

Cheri Burk, Farm Business Management Educator

Our mission is to help farmers, agriculturally-related businesses, industries, families and individuals to improve their lives and achieve their goals through an educational process that applies management, production and economic knowledge to critical issues, needs and opportunities.

Our programs integrate management skills and principles into the daily operations of farms and firms along with the programs provided by MSU Extension. We strive to be an important part and a valued information resource providing tools vital to the continued growth of Michigan agriculture as a leading industry in the state.

Meaghan Gass, Michigan Sea Grant Extension Educator

- Meaghan reviewed and added new Great Lakes education materials to the Center for Great Lakes Literacy website (cgll.org). The updated, filterable resource library now includes 111 resources, making it easier for educators to locate lessons and supporting materials for their learners.
 - *Supporting Saginaw Bay Fisheries*
 - Saginaw Bay Sturgeon Restoration: The documentary *Dinosaur Fish* premiered at the Delta Planetarium in December, drawing 165 community members. The film is now publicly available at saginawbaysturgeon.org.
 - Channel Island Reef Construction: Completed in October, this new reef expands spawning habitat for native fish species such as walleye and lake whitefish, contributing to long-term fisheries restoration.
 - *Community & Regional Engagement*
 - Continued service on the Bay County Materials Management Planning Committee, supporting long-term waste and resource management strategies.
 - Participated in the Public Advisory Committee for the Saginaw Bay and River Area of Concern, contributing to ongoing environmental restoration and community engagement efforts.

PERSONNEL & EMPLOYEE RELATIONS

Personnel

- Personnel staff posted 21 jobs for multiple vacancies throughout the county in the 4th quarter
- Seasonal staff have been removed from payroll
- Bay County employees participated in the Toys for Tots campaign
- Personnel Director addressed employee issues
- Bay County's Workplace United Way campaign was held with Bay County employees pledging \$13,173.50 for 2026
- Personnel Director attended several meetings regarding various union issues.
- Personnel Director attended budget meetings
- Personnel Staff processed 15 FMLA, 4 S&A, and 2 PPL requests.
- The Personnel Director held several meetings with various unions regarding Reclassifications
- Renewal of Covenant Occupational Health Consortium Agreement
- Completed KnowBe4 trainings and participated in Cybersecurity month trainings
- Personnel Director and staff worked on updating and finalizing union contracts after negotiations

- Personnel Director attended several meetings with Brown & Brown and AFLAC for Employee Navigator software as well as software training
- Personnel Director completed webinar training for No Tax on Overtime as well as Overtime Exemption.
- Personnel Director applied for and was awarded a RAP Grant through MMRMA for \$16,920.25 for Cybersecurity Software/KnowBe4 Training expansion to include
- Personnel Director attended meetings with various departments regarding staffing and funding
- Personnel Director participated in ERP bid committee meetings and vendor interviews
- Personnel Staff boarded 15 new employees in the 4th quarter

Payroll/Benefits/Retirement

- Filed and paid all monthly and Q3 2025 payroll taxes including MESC, 941 and Michigan state withholding
- Processed and distributed payroll EFT/checks
- Educated employees/retirees on benefits
- There were 8 retirements processed in the fourth quarter
- The Benefits Administrator administered online open enrollment for health, dental and vision insurance, Flex Spending, Health Spend Accounts, AFLAC and voluntary supplemental life insurance through the new Employee Navigator software
- The Benefits Administrator and Payroll and Benefits Supervisor completed open enrollment deductions setup in Munis
- Payroll and Benefits Supervisor and Benefits Administrator participated in meetings with Brown & Brown for Employee Navigator Software for open enrollment as well as in Employee Navigator software training
- Retirement Administrator distributed the annual actuarial BCERS valuation
- Retirement Administrator coordinated election for retirement board position
- Retirement Administrator prepared/finalized 2026 budget for BCERS/VEBA
- Retirement Administrator coordinated agendas and attended monthly Retirement Board meetings
- Retirement Administrator provided numerous retirement estimates to employees; processed 15 terminations including refunds and letters of no refund as well as deceased retirees/beneficiaries.
- Contract renewals were completed for: Medicare Advantage, Delta Dental, LegalShield,
- New agreement with Flex Administrators for the Health Spend Accounts
- Contract with BCBS for Health Insurance Coverage for 2026
- There were site visits from Nationwide as well as AFLAC for employee enrollment
- Completed KnowBe4 training and participated in Cybersecurity month training
- Retirement Administrator updated annual health care premiums for retirees
- Retirement Administrator ensured enough cash is available for benefit payments
- Retirement Administrator participated in RFQ committee selection of actuary to perform actuarial audit
- Payroll Clerk attended training on Overtime Exemption

PUBLIC DEFENDER

There was a total of **200** new criminal cases opened during the quarter. The breakdown is as follows:

Assigned Criminal Matters

- Mr. Huber was assigned **37** new felony files, **2** misdemeanor files and **8** felony violation of probation files, **3** misdemeanor violation of probation files and **1** personal protection order file.
- Mr. Hetherington was assigned **40** new felony files, **3** misdemeanor files and **1** felony violation of probation file and **2** misdemeanor violations of probation files.
- There were **97** new misdemeanor files assigned to Mr. Bonnell, as well as **6** misdemeanor violations of probation files.

Probate Matters

- There were 4 new Delinquency cases and **2** new Neglect cases assigned to Ms. Caprathe.

Training

- Attorneys “attended” training for continuing education credits via recorded video.

RECREATION & FACILITIES

The Recreation and Facilities Department submits the following report for the 4th quarter of 2025.

During the 4th 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:

Construction and Maintenance Projects:

- Animal Services - finalized everything. Construction began. Construction will be ongoing through the winter months. Attending bi-weekly update meetings. Discussing changes as needed.
- Health Services - Construction of the Health Department space is coming along swimmingly. Attended bi-weekly update meetings and supervised progress.
- DOA Kitchen - participated in continued design meetings. Design was finalized by the end of the year and moving to the bidding state.
- Pool - Significant progress was made on pool design. Attended bi-weekly design meetings.
- Jail Feasibility Study - Bids were opened, interviews with potential vendors were held. Vendor was selected.

- Locker room - continued to gain approvals and meet requirements for the project before spending any dollars. Environmental review came back and was accepted. This was the last step before bidding out the project.
- Attended budget update meetings for all projects.

Interviews:

- Participated in Buildings & Grounds clerk typist interviews. Review applications and schedule zoom interviews for the Community Center Manager.
- Met to discuss the possibility of a youth basketball program at the Community Center.
- Met with ISD regarding Trackit overview.
- Initiated replacement of Mailing Machine with Pitney Bowes.

Buildings and Grounds

County Building

- Replaced carpet in the entrances.
- Winterized the chiller for season.

Courts

- FOC remodel with rewiring and installing lighting.
- Removed door and installed new door at Judge's hall.
- Painting of Judge Wood's office.
- Installed seven camera lines in the courts.
- Repaired leaking cast iron boiler sections.
- Removed and replaced hot water control on hot water heater at court.

Community Center/Civic Arena/Golf Course

- Replaced gaskets on mixing valve at the rink.
- Renovation at the pro-shop. Removed and replaced flooring with rubber throughout, changed lighting to new LED, built a new wall and repainted it and other walls.
- Replaced fuel generator on the Zamboni.
- Rewired and installed new lighting at the Civic area lounge.

Juvenile Home/Adult Foster Care Homes

- New door installation at Juvenile home.
- Replaced the hot water valve on boiler at the Juvenile home.
- Removed and rebuilt the pump on boiler system at the Juvenile home.
- Repaired hot water zone control at the Juvenile home.

Law Enforcement Center/911

- Ran multiple (15) cat lines to each cell for the new smart communication change over.
- RPZ installation in boiler room for the whole LEC building.

- Rebuilt heating system pumps to allow the building to heat up.
- Painted the cells, halls and doors inside, upstairs at the LEC.
- Finished metal ceilings. Install in N Block.
- Swapped out a few day cell rooms over to LED direct wire bulbs.
- Waiting for the two new kitchen steamers to arrive to replace the old ones. With the new steamers, looking into a pre-filter system for the new ones.

Fairgrounds/Animal Control/Mosquito Control

- Put lights and poles up at the dog park.
- Got plows ready for the season and supplied with salt.
- Cleaned fence at fairground from debris, snow, etc.
- Winterized bath house at the fairgrounds.
- Routine oil changes in lawn mowers and routine maintenance on equipment.
- Repairs on snowmobiles and deliveries of snowmobiles.
- Lighting retrofit at the mosquito control department.

Pinconning Park

- Installed a new children's playground near the beach area.
- Put in a new trench for new internet line.
- Tree trimming and removing hazardous trees.
- Planted six (6) sixteen (16) foot Sycamore trees to replace dead oak trees that had been removed.
- Repainted and re-stained gates and signage throughout the park and campground.
- Added new mulch under existing playground equipment.
- Removed and mulched leaves in campground and day use areas.
- Removed all leaves and obstructions from trail system.
- Repaired potholes in campgrounds road.
- Flushed out water system in campground and replaced leaky shut off valve.
- Maintenance on both golf carts, including new clutches and mufflers.
- All the picnic tables were put up, leaning on the trees and all nuts/bolts were tightened.
- Repainted and restored a campground bathhouse.

Civic Arena

- Hours of Ice rental
 - October - 404.5 hours
 - November - 408.5 hours
 - December - 425.5 hours
- 32 participants in adult skating
- Adult League: 12 teams for Fall Season, 874 sub fees collected
- Bay County Hockey association has 3 travel teams and 9 house teams.
- Hosted HS hockey showcase, travel tournament, and Gravy Cup tournament
- 18 birthday parties

- 69 drop in hockey
- 1860 public skaters, 1162 skate rentals. 62.5% of public skaters rented skates
- Various other users include Mid-Michigan Hockey Development Program, Tri Valley Thunder, Bay City Wolves, Midland Hornets girls, Mid-Michigan Alliance girls HS, Ed Johnson Goalie Clinic, church and school groups
- 504 skate sharpen
- 428 stick & pucks
- 457 skills & drills

Golf Course

- Purchased 10 Club Car Tempo gas golf carts with windshields
- Sand trap reconstruction on Hole #5
- Aerated and top-dressed 18 greens plus practice green
- Aerated all 18 fairways
- Aerated all tee boxes for 18 holes
- Painted tee markers for all tee boxes that include blue, white, red & gold
- Removed all damaged 150-yard markers
- Trimmed up all the trees surrounding Pro Shop
- Finalized the Snack Shop contract, 3-year contract - approved by the B.O.C. in November

Pinconning Park

- October was a good month for campsite reservations and park usage due to warm temperatures and very little rain. The weather was also perfect for fall clean up and projects.
- Tree trimming and removing hazardous trees.
- Planted 6 -16-foot Sycamore trees to replace dead oak trees that had been removed.
- Repaired and replaced bad boards on our boardwalk system and viewing deck at the Pinconning River.
- Installed new children's playground equipment near the beach area.
- Repainted and re-stained gates and signage throughout park and campground.
- Added new mulch under existing playground equipment.
- Removed and mulched leaves in campground and day use areas.
- Removed all leaves and obstructions from trail system.
- Repaired potholes campground road.
- Flushed out water system in campground and replaced leaky shut off valve.
- November was used for maintenance on both golf carts, including new clutches and mufflers.
- All picnic tables were put up leaning on trees and all nuts and bolts were tightened.
- All other aspects of winterizing were complete.
- December brought the tedious task of preparing our guest register for 2026, including seasonal campers and events so everything is going smoothly and set for open reservation day on January 2, 2026.
- Early "good" ice maintained well throughout the month. This resulted in an increase of ice fishermen and day/seasonal pass sales.
- A campground bathhouse shower repainting and restoring project was initiated in the second half of the month.