

AGENDA
SAGINAW COUNTY
BOARD OF COMMISSIONERS

Tuesday, March 17, 2026 - 5:00 p.m.

Saginaw County Governmental Center
111 S. Michigan Ave., Rm. 200, Saginaw, MI 48602

Jack B. Tany – Chairman, Gerald D. Little – Vice-Chair

Christopher S. Boyd, Lisa R. Coney, Dennis M. Harris, John L. Kaczynski, Sheldon Matthews

Mark S. Piotrowski, Tracey L. Slodowski, Richard A. Spitzer, Michael A. Webster

I. OPENING PROCEDURE

- a. Call to Order
- b. Roll Call
- c. Invocation by **Commissioner Michael Webster**
- d. Pledge of Allegiance
- e. Correcting / Approving the Minutes of the February 17, 2026 Regular Board Session
(Distributed prior to the Board Session)

II. PUBLIC PARTICIPATION Page 1

- a. Public Hearings
- b. Audiences *FOIA Appeal
- c. Laudatory Resolutions

III. PETITIONS AND COMMUNICATIONS Page 9

IV. COMMISSIONERS' INITIATORY MOTIONS *(Placed on table at meeting, if any)*

V. REPORTS OF COMMITTEES Page 10

Committee Reports

- | | |
|---------------------------|----------------------------------|
| 1) Human Services | 6) Executive Committee |
| 2) Courts & Public Safety | 7) Rules Committee |
| 3) County Services | 8) Legislative Committee |
| 4) Budget/Audit | 9) Intergovernmental Cooperation |
| 5) Labor Relations | 10) Committee Compensation |

VI. RESOLUTIONS Page 22

VII. CLOSING PROCEDURE Page 27

- a. 1) Unfinished Business
- 2) Proclamations
- 3) Appointments and Elections
- b. Announcements by the Chair
- c. Commissioner Audiences
- d. Administrator Remarks
- e. Adjournment

II. PUBLIC PARTICIPATION (3-17-2026)

a. **Public Hearing** – None

b. **Audiences** –

- Commissioner Spitzer to present Firefighter Greg Sass with a Certificate of Recognition (*Printed in Laudatories*)

c. **Laudatories** –

- Certificate of Recognition to Jessica Sargent, Commission on Aging Director, upon her departure after 15 years of service
- Certificate in Memoriam to the friends and family of Nyesha Clark-Young, 1974 – 2026, with sympathy and remembrance of her contributions and achievements
- Certificate of Recognition to Firefighter Greg Sass for 50 years of service to the Saginaw Township Fire Department
- Certificate of Recognition to Dr. Samuel Shaheen for his contributions, achievements, and dedication to the community and County of Saginaw

FOIA APPEAL

Freedom of Information Act [FOIA] Appeal

Consideration of the appeal filed by Jamie Geesey in relation to her February 10, 2026 FOIA request regarding records related to Rachel Horton and SCACC

CERTIFICATE OF RECOGNITION



JESSICA SARGENT

Commission on Aging Director



JESSICA SARGENT was hired January 5, 2011, as the part-time Nutrition Program Supervisor at Commission on Aging.

On October 1, 2011, that position went full-time and she remained there until becoming the Interim Director on April 24, 2017.

After less than a year, on April 9, 2018, Jessica became the Director.

During her tenure at Commission on Aging:

- She offered support and advocacy for successful millage campaigns in 2014, 2018 and 2024
- She planned and celebrated COA's 40th Anniversary and 50th Anniversary Milestones
- She planned the Annual Senior Picnic each year, as well as the Foster Grandparent Dinner and Volunteer Luncheon
- She successfully navigated the COA through the COVID-19 global pandemic, finding innovative ways to provide services to seniors while in the midst of a shut-down and other regulations
- She oversaw projects related to the receipt of ARPA funding at various COA locations, as well as the renovation and grand re-opening of various Senior Centers
- She was instrumental in advocating for COA by applying for grants
- She gave her time and continuously acted in the best interest of the organization

The Saginaw County Board of Commissioners commends ***Jessica Sargent*** for her 15 years of service to the County of Saginaw and Saginaw County Commission on Aging. We thank her for her outstanding dedication to the seniors and all residents of Saginaw County. We wish her well as she moves on to the position of Executive Director with Midland Senior Services.

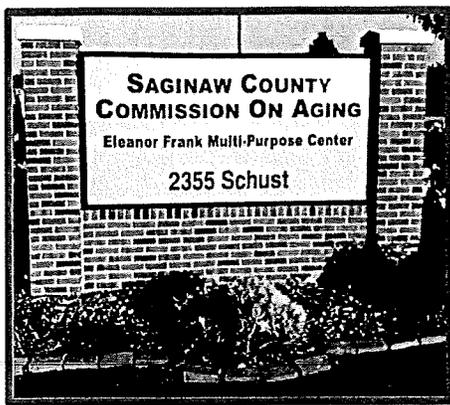
Presented: February 23, 2026
Adopted: March 17, 2026

Respectfully Submitted,
Saginaw County
Board of Commissioners

Jack B. Tany, Chairman, District #2

Gerald D. Little
Commissioner, District #8

***Christopher S. Boyd, Lisa R. Coney, Dennis M. Harris, John L. Kaczynski, Gerald D. Little, Sheldon Matthews
Mark S. Piotrowski, Tracey L. Slodowski, Richard A. Spitzer, Jack B. Tany, Michael A. Webster***



Mission Statement

Since 1973, the Saginaw County Commission on Aging has provided many programs and services to meet the needs of older adults. Our goal is to help older adults to continue living independently in their own homes. We also offer unlimited volunteer opportunities for older adults who desire to stay active and involved in the community.

SERVICES INCLUDE



- ✦ 11 Senior Centers
- ✦ Foster Grandparent Program
- ✦ Caregiver Support Program
- ✦ Home Delivered Meals
- ✦ Case/Care Management
- ✦ Emergency Food Assistance
- ✦ Minority Outreach Program
- ✦ Transportation



Certificate In Memoriam



Nyeshia Clark-Young

1974 - 2026



The Saginaw County Board of Commissioners sends its deepest sympathy to the family and friends of Nyeshia Clark-Young, along with its remembrance of her contributions and achievements to our community and the people of the City of Saginaw and Saginaw County.

Respectfully Submitted,
Saginaw County
Board of Commissioners

A handwritten signature in black ink that reads "Jack B. Tany".

Jack B. Tany
Chairman, District #2

Presented: March 17, 2026
Adopted: March 17, 2026

A handwritten signature in black ink that reads "Lisa R. Coney".

Lisa R. Coney
Commissioner, District #10

Christopher S. Boyd, Lisa R. Coney, Denny M. Harris, John L. Kaczynski, Gerald D. Little,
Sheldon Matthews, Mark S. Piotrowski, Tracey L. Slodowski, Richard A. Spitzer,
Jack B. Tany, Michael A. Webster

The Life and Legacy of Nyesha Clark-Young

WHEREAS, Nyesha Clark-Young was a devoted citizen activist whose voice, vision, and tireless commitment strengthened the fabric of our county. She served as a passionate community advocate, championing the needs of women, children, and families, ensuring that those most often unheard were seen, valued, and uplifted; and

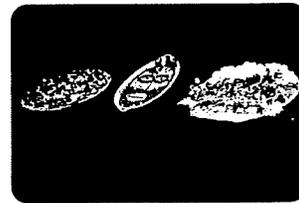
WHEREAS, Nyesha Clark-Young was a renowned artist whose creative excellence inspired pride, cultural awareness, and unity, and whose work reflected both the beauty and resilience of our community. She faithfully served as a board member of multiple community nonprofit organizations, generously giving her time, wisdom, and leadership to advance missions rooted in justice, empowerment, and opportunity, which include:

- AmusBE (Creative Director)
- Saginaw African Cultural Foundation
- The Ezekiel Project
- Community Alliance for the People Saginaw CAP
- Michigan Environmental Justice Coalition
- Saginaw USDAC Community Arts Outpost
- The Neighb – Community Center
- Saginaw NAACP Freedom Fund Committee

WHEREAS, in her role as Arts Director for the Saginaw African Cultural Festival, she curated, organized, and elevated cultural expression, creating spaces where heritage was honored and celebrated across generations as Arts Director for The Neighborhood House Community Center, she expanded access to the arts, mentored emerging creatives, and cultivated environments where young people and families could thrive through artistic engagement; and

WHEREAS, Nyesha Clark-Young was actively engaged in the political life of this county, consistently calling on people of all ages to participate in civic processes, exercise their voices, and remain informed and involved. She encouraged the community to support conscious candidates committed to the wellbeing of people—leaders who center equity, justice, opportunity, and the collective good in their public service; and

WHEREAS, her unwavering support of women and families strengthened community bonds, and her advocacy created pathways for healing, growth, and collective progress. The life of Nyesha Clark-Young stands as a testament to service, creativity, leadership, civic engagement, and love for community.



NOW, THEREFORE, BE IT RESOLVED, that we honor and celebrate the extraordinary life and enduring legacy of Nyesha Clark-Young, whose contributions have left an indelible mark upon our county; and

BE IT FURTHER RESOLVED, that we extend our deepest condolences and heartfelt appreciation to her family, friends, colleagues, and all who were touched by her artistry, advocacy, and civic leadership and that this body encourages continued support for the cultural, artistic, civic, and community initiatives she so passionately advanced, ensuring that her vision lives on in the generations to come; and

BE IT FINALLY RESOLVED, that a copy of this memoriam be presented to the family of

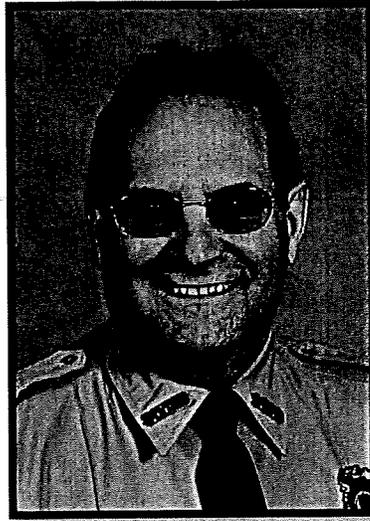
Nyesha Clark-Young as a symbol of our profound gratitude and respect for her life of service and impact.

CERTIFICATE OF RECOGNITION

50 Years of Service



**FIREFIGHTER
GREG SASS**



Saginaw Township Fire Department

We join Saginaw Township Fire Department in recognizing Firefighter Greg Sass for achieving 50 years of service with the department.

Firefighter Greg Sass has proudly served Saginaw Township as a Paid-On-Call Firefighter at Station 3, since March 16, 1976. He has dedicated countless hours to protecting lives and property. Even after five decades, he continues to respond to calls for fire suppression and remains actively involved in public education events, helping teach the next generation about fire safety.

His commitment, experience, and passion for service have made a lasting impact on the Saginaw Township Fire Department and the entire community. Few people can say they have given half a century to helping others — and even fewer continue to serve with the same dedication.

The Saginaw County Board of Commissioners thanks Firefighter Greg Sass for his 50 years of devoted service to the citizens of Saginaw Township and Saginaw County. May his dedication and passion for service be an example for all.

Presented: March 17, 2026

Adopted: March 17, 2026

Respectfully Submitted,
Saginaw County
Board of Commissioners

Handwritten signature of Jack B. Tany.

Jack B. Tany
Chairman, District #2

Handwritten signature of Richard A. Spitzer.

Richard A. Spitzer
Commissioner, District #3

*Christopher S. Boyd, Lisa R. Coney, Dennis M. Harris, John L. Kaczynski, Gerald D. Little, Sheldon Matthews
Mark S. Piotrowski, Tracey L. Slodowski, Richard A. Spitzer, Jack B. Tany, Michael A. Webster*



Certificate of Recognition



Samuel Shaheen, MD, FACS

"As I step into the next chapter of my life, I will remain in Saginaw and welcome the opportunity to stay connected with any of you.

As I put the scalpel down, my mission is not over.

As Churchill said, 'perhaps it is the end of the beginning.' "

-Sam Shaheen, M.D.

The Saginaw County Board of Commissioners is honored to recognize you for your contributions and achievements and thanks you for your dedication and unwavering commitment to your community and the County of Saginaw.

Respectfully Submitted,
Saginaw County
Board of Commissioners

Jack B. Tany
Chairman, District #2

Presented: March 13, 2026
Adopted: March 17, 2026



**Christopher S. Boyd, Lisa R. Coney, Denny M. Harris, John L. Kaczynski, Gerald D. Little,
Sheldon Matthews, Mark S. Piotrowski, Tracey L. Slodowski, Richard A. Spitzer,
Jack B. Tany, Michael A. Webster**

The Life and Legacy of Dr. Sam Shaheen

Dr. Shaheen has served on numerous boards and is currently on the TempleArts Foundation Board and Chair of the Executive Committee, the President of the Marina Flamingo Foundation, the President of the Albion Reinvestment Corporation Board, Great Lakes Region Advisory Board of Huntington National Bank, Children's Foundation Board of Trustees, Medical Diamond Steering Committee, BWell Saginaw Steering Committee, Michigan Medicine Advisory Group, and is a past chair of Covenant Healthcare Mackinaw Surgery Center. He also helped to establish the Mid-Michigan Children's Museum as a founding board member.

**TEMPLE
ARTS**



University of Michigan Medical School
Doctor of Medicine (M.D.)
1988 – 1992



Northwestern University
1992 – 1997



Albion College
BA, Pre med
1984 – 1988

Dr. Shaheen recently left the position of President and CEO of CMU Medical Education Partners and Professor of Surgery at the CMU College of Medicine Department of Surgery. He earned an MD degree in 1992 from the University of Michigan School of Medicine in Ann Arbor and performed his surgical residency at Northwestern University in Illinois. He was board certified by the American Board of Surgery in 1998/2007 and is a Fellow of the American College of Surgeons.



BUILDING COMMUNITY

Shaheen Development is a family-owned, community-based real estate development company who owns and manages more than one million square feet of residential, mixed-use, and commercial real estate in the Great Lakes Bay Region.

For more than four decades, Shaheen Development's focus has been to enrich our communities by creating places for living, working, leisure, and healthcare.

Award winning developments in each of his region's communities – the Saginaw Riverfront, Uptown Bay City and the H residence in Midland are a few examples of the company's positive impact.



III. PETITIONS & COMMUNICATIONS (3-17-2026)

- 3-17-1** **MOBILE MEDICAL RESPONSE** submitting its Tri-Annual Report on response times and other related information pursuant to the Ambulance Service Agreement.
-- Courts & Public Safety (*Receive & File*)
- 3-17-2** **PUBLIC WORKS** submitting its 2025 Drain Annual Report.
-- County Services (*Receive & File*)
- 3-17-3** **PARKS & RECREATION** requesting approval of two resolutions authorizing grant applications: (1) Michigan Natural Resources Trust Fund Development application for Price Nature Center, and (2) Recreation Passport application for Ringwood Forrest.
-- County Services (**Res. 2026-3/Res. 2026-4**)
- 3-17-4** **SAGINAW FUTURE** submitting Saginaw Future's 2025 Annual Report for the Economic Development Corporation (EDC) of the County of Saginaw and requesting appointments to the EDC Board.
-- County Services (*See Appointments on Addendum*)
- 3-17-5** **COUNTY ADMINISTRATOR** requesting approval of a proposed County Facility Security and Access policy, Hard Key Form, and the Access ID Badge Form.
-- County Services (**3-17-3.1**)
- 3-17-6** **NORTH SHADE TWP. PLANNING COMMISSION** providing notification that it will hold a special public hearing during its regularly scheduled meeting on April 20, 2026, at 6:00 p.m. pursuant to Act 33 of the 2008, MCL 125.3801.
- 3-17-7** **CITY OF SAGINAW** providing notification of a public hearing regarding approval of Obsolete Property Rehabilitation Exemption Certificates under Public Act 146 of 2000, as amended. The City Council meeting and public hearing were rescheduled to Monday, February 23, 2026, at 6:30 p.m.
- 3-17-8** **GREATER GRATIOT DEVELOPMENT, INC.** providing a draft of the Gratiot Countywide Master Plan in accordance with Section 41 of the Michigan Planning and Enabling Act, Public Act 33 of 2008, MCL 125.3841(2)(e)
- 3-17-9** **FINANCE DIRECTOR/TREASURER** requesting approval of vendor transactions for February 1 – 28, 2026 in the amount of \$9,224,136.2305.
-- Budget/Audit (**3-17-4.1**)
- 3-17-10** **FINANCE DIRECTOR** submitting the Monthly Financial Statement for February 2026.
-- Budget/Audit (*Receive & File*)
- 3-17-11** **HEALTH DEPARTMENT** requesting a presentation by Dr. Sheila Little, CEO of Shaping Solutions LLC, to update the committee on her funded project called Project HOPE, per the requirements of the contract between the County of Saginaw and Shaping Solutions LLC.
-- Budget/Audit (*Receive & File*)
- 3-17-12** **H.R. DIRECTOR** submitting the Employment Status Report, Exit Interviews, Employee Groups, and Retiree Employment Contracts covering the month of February, 2026.
-- Labor Relations (*Receive & File*)
- 3-17-13** **H.R. DIRECTOR** requesting approval of a Memorandum of Understanding and Agreement between the County of Saginaw and UAW Local 455 – Unit 48 representing Managerial and Supervisory Employees regarding a proposed biweekly stipend for two employees who are taking on the duties of the Commission on Aging Director's position.
-- Labor Relations (**3-17-5.1**)
- 3-17-14** **COUNTY ADMINISTRATOR** requesting approval to add a temporary PCN (1.0 FTE) Attorney-Referee position at Family Division within org. code 10128400.
-- Labor Relations (**3-17-5.2**)

V. **REPORTS OF COMMITTEES (3-17-2026)**

1. **Human Services Committee – T. Slodowski, Chair; G. Little, Vice-Chair**

None

2. **Courts and Public Safety Committee – C. Boyd, Chair; S. Matthews, Vice-Chair**

None

3. **County Services Committee – M. Webster, Chair; D. Harris, Vice-Chair**

3.1) **COUNTY ADMINISTRATOR**, requesting approval and adoption of proposed, new, County Facility Security and Access policy

4. **Budget Audit Committee – C. Boyd, Chair; T. Slodowski, Vice-Chair**

4.1) **FINANCE DIRECTOR/TREASURER**, re: Approval of vendor transactions for February 2026 in the amount of \$9,224,136.23

5. **Labor Relations Committee – G. Little, Chair; S. Matthews, Vice-Chair**

5.1) **CIVIL/LABOR COUNSEL & HUMAN RESOURCES** re: approval of a Memorandum of Understanding and Agreement between the County of Saginaw and UAW Local 455 – Unit 48 representing Managerial and Supervisory Employees regarding a proposed biweekly stipend for two employees who are taking on the duties of the Commission on Aging Director's position

5.2) **COUNTY ADMINISTRATOR**, re: Approval to add a temporary PCN (1.0 FTE) Attorney-Referee position at Family Division within org. code 10128400

6. **Executive Committee – J. Tany, Chair**

None

7. **Rules Committee – J. Tany, Chair; S. Matthews, Vice-Chair**

None (*See Unfinished Business*)

8. **Legislative Committee – G. Little, Chair; M. Webster, Vice-Chair**

None

9. **Intergovernmental Cooperation Committee – L. Coney, Chair; S. Matthews, Vice-Chair**

None

10. **Committee Compensation**

3-17-26.1) February 1, 2026 – February 14, 2026

3-17-26.2) February 15, 2026 – February 28, 2026

Your committee considered communication No. 3-17-5 from Mary Catherine Hannah, County Administrator, requesting approval and adoption of proposed, new, County Facility Security and Access policy.

We met with Administrator Hannah who communicated to the committee that the building has not been re-keyed since it was built, and it is unknown who has physical keys. No appropriate security policies exist for door access. The best practice is that the least access required to do the job is granted. Access to County of Saginaw buildings must be controlled and will be granted via job title. This policy will ensure the safety of all County of Saginaw (County) facilities by establishing standards for authorized access.

We recommend approval and adoption of proposed, new, County Facility Security and Access policy.

Respectfully Submitted,
COMMITTEE ON COUNTY SERVICES

s/ _____
Michael A. Webster, Chairman

s/ _____
Dennis M. Harris, Vice-Chair

s/ _____
John L. Kaczynski

s/ _____
Gerald D. Little

s/ _____
Jack B. Tany



Title: County Facility Security and Access

Effective Date:

Amended:

Issuing Authority: Board of Commissioners

Responsible Officer: County Administrator/CAO

Category: 000

Number: 000

Purpose

This policy ensures that all County of Saginaw (County) facilities are safe by establishing standards for authorized access.

Responsibility

The County Administrator and/or designee shall be responsible for implementation and communication of this policy. The County Administrator will communicate with elected officials, department heads, employees, and the public, the policy for accessing all County facilities.

Scope

This policy applies to all court elected officials, appointed elected officials, department heads, employees, the public, contracted individuals or entities, and third-party vendors.

Policy

Access to Facilities

- Employee access shall be limited to the facilities and areas necessary to effectively complete the duties of their job.
- When a new position is created, the Human Resources Director, with input from the respective elected official or department head, shall determine the scope of access required for the position. Employees shall be informed regarding the scope of access.
- Areas containing sensitive IT infrastructure such as server rooms and IT closets shall have access restricted to only those employees with job requirements necessitating access.

General Access Control System Management

- Only Maintenance or County of Saginaw Information Technology (COSIT) staff may install, alter, or remove access control system hardware in or on County facilities and grounds, excluding the Sheriff Office facilities, which shall be managed by the Sheriff.
- The maintenance department shall be responsible for the distribution, maintenance and repair of the County lock system, including the issuing of keys and building access fobs, excluding the Sheriff Office facilities, which shall be managed by the Sheriff.
- The administration office shall be responsible for keycard control, record keeping and lock change authorization.
- All keys, fobs and access ID badge cards shall remain the property of the County and the holding privilege may be terminated, altered, or withdrawn at any time.

Issuance of Keys, and Access ID Badge Cards

- All County employee access ID badge cards will be issued by authorized administration office personnel.
- If keys are issued a Key Form shall be signed by the employee and the key issued by authorized maintenance personnel.
- Keys shall be issued upon approved request. The issuance, control and recovery shall be the responsibility of the authorized elected official or department head.
 - Authorized elected official, judge or department head shall fill out and submit the appropriate form to administration personnel for approval.
 - Individual door keys will be issued whenever possible in lieu of sub-master, master or grand master keys.
 - The issuance of keys and access ID badge cards will be prioritized based on security and issued only after a real need has been demonstrated and not for the sake of convenience or status.
- Contracted vendors needing access to County facilities may be issued keys and/or access ID badge cards when necessary. Background checks, as needed, will be performed prior to the issuance of keys and access ID badge cards. The maintenance department shall be solely responsible for the issuance and retrieval of keys and access ID badge cards for contracted vendors and will notify the County Administrator when access is granted and terminated.

Requests for Access Control System Changes

- Requests for changes to a specific employee's access must be requested by an elected official or department head by submitting the appropriate form to the administration office.
- Requests for hardware modifications or access additions shall be made by an elected official or department head to the administration office.

Employee Responsibilities

- All employees are responsible for taking reasonable actions to maintain the security of all County facilities. All employees shall notify Sheriff Deputies of any security related concerns.
- For emergency services contact 911.
- Employees who lose access ID badge cards, or keys shall promptly notify the administration office so card access can be deactivated, and other actions can be taken as needed.
- Replacements cards for lost, stolen or damaged access ID badge cards shall be replaced at a cost to the employee of \$20.00 for the first instance and \$50.00 for each subsequent instance.
- Replacement cards for a legal name change or position/title change will incur no charge.
- Replacement keys shall be replaced at a cost to the employee of up to \$2,000.00.
- Employees shall not loan keys or access ID badge cards to anyone, including other employees. Any unauthorized use of keys and access ID badge cards or violation of this policy may result in employee disciplinary action, up to and including termination.

- All employees shall visibly display their County Access ID badge when working on-site at any County facility.
 - Sheriff's Office employees shall be easily identifiable by wearing a Sheriff Deputy uniform, displaying a Sheriff badge, or displaying a County access ID Badge.
- Contractors or vendors working in County facilities shall always have a Contractor/vendor ID badge visible when working in all County of Saginaw facilities.

Sensitive Area Access

- Access control systems and procedures shall be used to limit access to all areas containing sensitive and/or confidential information.
- Departments with access to sensitive and/or confidential information shall be responsible for implementing necessary policies and procedures needed to comply with all applicable local, state, and federal requirements.

Access Deletion

- Damaged keys or access ID badge cards must be presented at the time of requesting a replacement and immediately surrendered.
- It shall be the responsibility of each elected official or department head to immediately notify the administration office of an employee's suspension or termination. The terminated employee's access ID badge card shall be promptly deactivated. Keys shall be secured by the elected official or department head and returned to the administration office.

Courthouse After Hours Meetings

County facility doors will automatically lock at close of business. Employees, or members of the public who have been authorized to use any facility for after-hours meetings in accordance with the Building Use Policy, must be supervised by department personnel.

Inventory/Audit

- An annual inventory of issued keys will be conducted by the maintenance department. Once a year, all elected officials and department heads will be provided with a list of employees and their assigned keys and access ID badge cards to certify the accuracy and continued relevancy of the list. Maintenance and the administration office shall be informed of any changes or discrepancies for inventory adjustment.

Prohibition of Weapons

- No County employee shall possess a weapon while accessing a County facility except for employees who are required to carry weapons to perform their job duties and those with prior written approval of the Chief Judge.
- Except as otherwise provided in this policy, weapons are prohibited in the County of Saginaw Administrative Services Building, Courthouse and County of Saginaw Juvenile Court facility. In accordance with the Michigan Supreme Court Administrative Order 2001-1 and County of Saginaw Trial Court's Local Administrative Order's 2023-06J and 2023-08J, Weapons are not permitted in any County of Saginaw courtroom, office, or other space used for official court business or by judicial employees. No weapons are allowed in the courthouse. This prohibition does not apply to the following:

- Court security personnel in the performance of their official duties.
 - Uniformed or otherwise properly identified local, state, and federal law enforcement officers having statutory powers of arrest.
 - Judges.
 - Parole/probation officers.
 - Prosecutor and Assistant Prosecutors who are authorized by the Prosecutor or who have authority to carry under their statutory employment.
 - Uniformed corrections officers in the performance of their duties.
 - Sworn special deputies or other law enforcement reserves in uniform who need to be armed to perform official duties.
- Off duty law enforcement officials attending personal court-related business may not possess weapons in courtrooms or court offices.
 - The Sheriff shall develop the necessary screening procedures to ensure that the requirements of this policy and the Court's Local Administrative Orders are effectively enforced. The Courthouse Sheriff Deputies shall implement these screening procedures.

Administrator/CAO Legal Counsel Review

The Administrator/CAO has determined that this Policy, as submitted to the Board of Commissioners, contains the necessary substance in order to carry out the purpose of the policy. County Civil Counsel has determined that this Policy, as submitted, contains content that appears to be legal activities of the Saginaw County Board of Commissioners.

Content:

Approved as to Substance:

Saginaw County Administrator/CAO

Approved as to Legal:

Saginaw County Civil Counsel

Your Budget/Audit Committee received Communication No. 3-17-9. In accordance with State Statute and County Policy, your Budget/Audit Committee reviewed the claims for presentation to the Board of Commissioners, as listed below:

<u>Comm. No.</u>	<u>Payment Type</u>	<u>Period</u>	<u>Amount</u>
3-17-9	Vendor Transactions	February 1 – 28, 2026	\$9,224,136.23

We recommend the payments be approved as compiled and submitted by the Treasurer's Office and Accounting Division of the Administrator's Office.

Respectfully Submitted,
COMMITTEE ON BUDGET/AUDIT

s/ _____
Christopher S. Boyd, Chair

s/ _____
Tracey L. Slodowski, Vice-Chair

s/ _____
John L. Kaczynski

s/ _____
Michael A. Webster

s/ _____
Jack B. Tany

The Labor Relations Committee considered Communication No. 3-17-13 from Jennifer Broadfoot, HR Director, requesting approval of a Memorandum of Understanding and Agreement between the County of Saginaw and UAW Local 455 – Unit 48 representing Managerial and Supervisory Employees regarding a proposed biweekly stipend for two employees who are taking on the duties of the Commission on Aging Director’s position until a new COA director is hired.

Jennifer Broadfoot communicated that each of the two employees are completing 25% of the Commission on Aging Director’s duties and each of the two employees will receive a biweekly stipend of \$830 in recognition of the additional work duties they will be performing until a new COA Director can be hired. Payment will be retroactive to March 2, 2026, the first day such duties were performed.

It is the recommendation of your committee to approve the attached Memorandum of Understanding with UAW Local 455 – Unit 48 representing Managerial and Supervisory Employees regarding providing a biweekly \$830 stipend to two Commission on Aging employees covering the duties of the COA Director until a new COA Director can be hired.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

s/ _____
Gerald D. Little, Chair

s/ _____
Sheldon Matthews, Vice-Chair

s/ _____
Denny M. Harris

s/ _____
Mark S. Piotrowski

s/ _____
Jack B. Tany

MEMORANDUM OF UNDERSTANDING AND AGREEMENT

This MEMORANDUM OF UNDERSTANDING AND AGREEMENT made and entered into the _____ day of _____, 2026 by and between the COUNTY OF SAGINAW (“EMPLOYER”) and UAW LOCAL 455 – UNIT 48 (“UNION”) representing Managerial and Supervisory Employees.

WHEREAS, EMPLOYER and UNION are parties to a Collective Bargaining Agreement (“CBA”) which covers the time period October 1, 2024 to September 30, 2027; and

WHEREAS, the Commission on Aging Director has resigned her position as of February 27, 2026 and has accepted new employment outside of the County; and

WHEREAS, Karen Brenner, Administrative Program Supervisor and Anthony Countegan, Nutrition Program Manager will both be taking on duties of the Director position until a new Director is hired; and

WHEREAS, EMPLOYER desires to provide each employee with a biweekly stipend in the amount of \$830 in recognition of the extra work duties they are undertaking until a new COA Director can be hired; and

WHEREAS, UNION also desires to provide each employee a biweekly stipend in the amount of \$830 in recognition of the extra work duties they are undertaking until a new COA Director can be hired.

NOW THEREFORE, it is hereby agreed to as follows:

1. Karen Brenner and Anthony Countegan will each be provided a biweekly stipend in the amount of \$830 in recognition of the additional work duties each will be performing until a new COA Director can be hired. Payment will be retroactive to March 2, 2026, the first day such duties were performed.
2. This MOU shall be binding upon the EMPLOYER and the UNION; shall not be considered as precedent setting, and shall not affect the CBA in any other manner than that which is specifically set forth herein.

FOR THE EMPLOYER

Jack Tany, Chair

Board of Commissioners

Mary Catherine Hannah, County Administrator

David M. Gilbert, Labor Specialist

FOR THE UNION

Tim Maike

Brian Keenan-Lechel

Karen Brenner

Administrative Program Supervisor

Anthony Countegan

Nutrition Program Manager

The Labor Relations Committee considered Communication No. 3-17-14 from Mary Catherine Hannah, County Administrator, requesting the creation of a temporary PCN for an Attorney-Referee position at Family Division within organization code 10128400 to hire an individual to work in that role assisting with the significant backlog in the processing of cases as a result of the present Attorney-Referee's ongoing absence.

Administrator Hannah reported that Juvenile Division has a significant backlog, due to the absence of an Attorney Referee for multiple months, to require this temporary PCN. Todd Borders, Family Division Court Administrator, has a good candidate to fill the temporary position and has sufficient funds within the Court's budget to cover the cost of the temporary PCN.

It is the recommendation of your committee to add a temporary PCN (1.0 FTE) Attorney-Referee position within organization code 10128400.

Respectfully Submitted,
COMMITTEE ON LABOR RELATIONS

s/ _____
Gerald D. Little, Chair

s/ _____
Sheldon Matthews, Vice-Chair

s/ _____
Denny M. Harris

s/ _____
Mark S. Piotrowski

s/ _____
Jack B. Tany

COMMITTEE COMPENSATION 3-17-1

March 17, 2026

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held February 1, 2026 - February 14, 2026.

<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>
2/5/2026	Budget/Audit Committee	Boyd	\$50.00
2/9/2026	Committee of the Whole-Strategic	Boyd	\$50.00
2/10/2026	911 Authority Board	Boyd	\$50.00
2/10/2026	Rules Committee	Boyd	\$25.00
2/9/2026	Committee of the Whole-Strategic	Coney	\$50.00
2/4/2026	County Services Committee	Harris	\$50.00
2/9/2026	Committee of the Whole-Strategic	Harris	\$50.00
2/9/2026	Labor Relations Committee	Harris	\$25.00
2/10/2026	Rules Committee	Harris	\$50.00
2/13/2026	MAC Environmental, etc.	Harris	\$50.00
2/9/2026	Committee of the Whole-Strategic	Little	\$50.00
2/9/2026	Labor Relations Committee	Little	\$25.00
2/2/2026	Board of Health*	Matthews	*
2/5/2026	Parks & Recreation Commission*	Matthews	*
2/9/2026	Committee of the Whole-Strategic	Matthews	\$50.00
2/9/2026	Labor Relations Committee	Matthews	\$25.00
2/10/2026	911 Authority Board	Matthews	\$50.00
2/10/2026	Rules Committee	Matthews	\$25.00
2/9/2026	Committee of the Whole-Strategic	Piotrowski	\$50.00
2/9/2026	Labor Relations Committee	Piotrowski	\$25.00
2/2/2026	Northern Michigan Counties Association	Slodowski	\$50.00
2/5/2026	Budget/Audit Committee	Slodowski	\$50.00
2/9/2026	Committee of the Whole-Strategic	Slodowski	\$50.00
2/13/2026	MAC Environmental, etc.	Slodowski	\$50.00
2/9/2026	Committee of the Whole-Strategic	Spitzer	\$50.00
2/4/2026	Crime Prevention Council	Tany	\$50.00
2/4/2026	County Services Committee	Tany	\$25.00
2/5/2026	Budget/Audit Committee	Tany	\$50.00
2/9/2026	Committee of the Whole-Strategic	Tany	\$50.00
2/9/2026	Labor Relations Committee	Tany	\$25.00
2/10/2026	Rules Committee	Tany	\$50.00
2/4/2026	County Services Committee	Webster	\$50.00
2/5/2026	Budget/Audit Committee	Webster	\$50.00
2/9/2026	Committee of the Whole-Strategic	Webster	\$50.00
2/10/2026	Rules Committee	Webster	\$50.00
TOTAL			\$1,450.00

*Department Pay

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (2-17-26)

COMMITTEE COMPENSATION 3-17-26.2**March 17, 2026**

I herewith submit for your approval the per diem to which members of this Board are entitled for attendance at Committee Meetings held February 15, 2026 - February 28, 2026

<u>Date</u>	<u>Committee</u>	<u>Commissioner</u>	<u>Amount</u>
2/17/2026	Board Session	Boyd	\$50.00
2/17/2026	Board Session	Coney	\$50.00
2/17/2026	Board Session	Harris	\$50.00
2/17/2026	Board Session	Little	\$50.00
2/18/2026	Saginaw Zoo Board	Little	\$50.00
2/19/2026	Commission on Aging	Little	\$50.00
2/23/2026	GLBR MI Works! Joint Board	Little	\$50.00
2/26/2026	Mosquito Abatement Commission*	Little	\$50.00
2/17/2026	Board Session	Matthews	\$50.00
2/23/2026	GLBR MI Works! Joint Board	Matthews	\$50.00
2/17/2026	Board Session	Piotrowski	\$50.00
2/23/2026	GLBR MI Works! Joint Board	Piotrowski	\$50.00
2/27/2026	MAC Transportation	Piotrowski	\$50.00
2/17/2026	Board Session	Slodowski	\$50.00
2/18/2026	Saginaw Zoo Board	Slodowski	\$50.00
2/24/2026	Animal Control Advisory Council	Slodowski	\$50.00
2/17/2026	Board Session	Spitzer	\$50.00
2/17/2026	Board Session	Tany	\$50.00
2/18/2026	Castle Museum Board	Tany	\$50.00
2/23/2026	GLBR MI Works! Joint Board	Tany	\$50.00
2/17/2026	Board Session	Webster	\$50.00
2/18/2026	Economic Development Board *	Webster	\$50.00
2/19/2026	Community Action Committee	Webster	\$50.00
TOTAL			\$1,150.00

*Department Pay

Respectfully Submitted, Suzy Koeplinger, Board Coordinator (3-2-26)

VI. RESOLUTIONS (3-17-2026)

County Services Committee – M. Webster, Chair; D. Harris, Vice-Chair

- ❖ 2026 – 3 RESOLUTION: APPROVING A MNRTF GRANT APPLICATION
'PRICE NATURE CENTER ADA IMPROVEMENTS'

- ❖ 2026 – 4 RESOLUTION: RECREATION PASSPORT GRANT PROGRAM
'RINGWOOD FOREST RESTROOM AND ADA IMPROVEMENTS'

RESOLUTION 2026 – 3
SAGINAW COUNTY, MICHIGAN



**RESOLUTION: APPROVING A MNRTF GRANT APPLICATION TITLED
'PRICE NATURE CENTER ADA IMPROVEMENTS'**

Jack B. Tany, Christopher S. Boyd, Lisa R. Coney, Denny M. Harris,
John L. Kaczynski, Gerald D. Little, Sheldon Matthews, Mark S. Piotrowski,
Tracey L. Slodowski, Richard A. Spitzer, Michael A. Webster

At a regular meeting of the Saginaw County Board of Commissioners of the County of Saginaw, (111 S. Michigan Ave., Saginaw, Michigan 48602) held on the 17th day of March 2026, at 5:00 p.m.

PRESENT:

ABSENT:

The following resolution was offered by Commissioner _____ and seconded by Commissioner _____:

WHEREAS, Saginaw County supports the submission of an application titled 'Price Nature Center ADA Improvements' to the Michigan Natural Resources Trust Fund for development of a paved pathway and a family/accessible restroom; and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and,

WHEREAS, Saginaw County Parks and Recreation Commission is hereby making a financial commitment to the project in the amount of \$100,793 matching funds, in cash and/or force account.

NOW, THEREFORE, BE IT RESOLVED that Saginaw County hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$235,183 and further resolves to make available its financial obligation amount of \$100,793 (30%) of a total \$335,976 project cost during the 2026-2027 fiscal year.

Yeas:

Absent:

Abstain:

Nays: - 0

RESOLUTION DECLARED _____.

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting County Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 17th day of March 2026. Public notice of said meeting was given, and the meeting was conducted in accordance with the Open Meetings Act No. 267, Public Acts of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on this 17th day of March 2026.

Vanessa Guerra, County Clerk
County of Saginaw



**RESOLUTION 2026 – 4
SAGINAW COUNTY, MICHIGAN**

**RESOLUTION: RECREATION PASSPORT GRANT PROGRAM
'RINGWOOD FOREST RESTROOM AND ADA IMPROVEMENTS'**

Jack B. Tany, Christopher S. Boyd, Lisa R. Coney, Denny M. Harris,
John L. Kaczynski, Gerald D. Little, Sheldon Matthews, Mark S. Piotrowski,
Tracey L. Slodowski, Richard A. Spitzer, Michael A. Webster

At a regular meeting of the Saginaw County Board of Commissioners of the County of Saginaw, (111 S. Michigan Ave., Saginaw, Michigan 48602) held on the 17th day of March 2026, at 5:00 p.m.

PRESENT:

ABSENT:

The following resolution was offered by Commissioner _____ and seconded by Commissioner _____:

WHEREAS, Saginaw County supports the submission of an application titled 'Ringwood Forest Restroom and ADA Improvements' to the Michigan Natural Resources Trust Fund for development of a paved pathway and accessible pathways, and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and,

WHEREAS, Saginaw County Parks and Recreation Commission is hereby making a financial commitment to the project in the amount of \$46,800 matching funds, in cash and/or force account.

NOW, THEREFORE, BE IT RESOLVED that Saginaw County hereby authorizes submission of a Recreation Passport Grant Program Application for \$140,400 and further resolves to make available its financial obligation amount of \$46,800 (25%) of a total \$187,200 project cost during the 2026-2027 fiscal year.

Yeas:

Absent:

Abstain:

Nays: - 0

RESOLUTION DECLARED _____.

STATE OF MICHIGAN)
)ss
COUNTY OF SAGINAW)

I, the undersigned, the duly qualified and acting County Clerk of the County of Saginaw, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Board of Commissioners of said County, held on the 17th day of March 2026. Public notice of said meeting was given, and the meeting was conducted in accordance with the Open Meetings Act No. 267, Public Acts of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on this 17th day of March 2026.

Vanessa Guerra, County Clerk
County of Saginaw

VII. CLOSING PROCEDURE (3-17-2026)

- 1) Unfinished Business –
 - 7.1) **CHAIRMAN TANY**, re: Approval of amended 2026 Board Rules
[Laid on the table at the February 17, 2026 Board Session]
- 2) Proclamations – None
- 3) Appointments and Elections

APPOINTMENTS

Pursuant to Article VII, 7.1.2 of the Board Rules, Chair appointments, if any, will be listed on the Addendum distributed at the March 17, 2026 Board Session.

ELECTIONS

✓ **SAGINAW COUNTY COMMUNITY MENTAL HEALTH AUTHORITY**

3-year terms to expire 3/31/29

Lisa Coney (County Commissioner) – *Reappointment*

John Pugh (General Public) – *Reappointment*

Tracey Raquepaw (General Public) – *Reappointment*

Joan Williams (General Public) – *Reappointment*

- b. Announcements by the Chair
- c. Commissioner Audiences
- d. Administrator Remarks
- e. Adjournment

UNFINISHED BUSINESS

[Laid on the table 2-17-26]

FROM: RULES COMMITTEE -- 7.1

*AMENDED

MARCH 17, 2026

FEBRUARY 17, 2026

Your Rules Committee met January 20, 2026 and February 10, 2026 to review the current 2025/2026 Board Rules and consider changes to the committee structure by consolidation and elimination and any other matters brought forth for discussion. Proposed amendments to the Board Rules are summarized as follows, with all amendments noted in bold/strikeout on the attached document:

- Sec. 1.3 Language added, citation deleted
- Sec. 2.4 "There will be no meeting in July." Remainder of line deleted
- Sec. 3.1 (9) "Committee Reports" amended to reflect three (3) Standing Committees of Courts & Public Safety, County Services Committee (Merger of Human Services and County Services) and Finance & Human Resources (Merger of Budget/Audit and Labor Relations); Executive Committee to be at the call of the Chair; and elimination of Legislative and Intergovernmental Cooperation committees
(14) "Administrator Remarks" added
- Sec. 5.9 Current language eliminated and replaced with language provided by Civil Counsel
- Sec. 7.1 Added "Standing" and removed "Primary" and "Regular"
- Sec. 7.3 Amended to reflect new committee chair structure in event of emergency
- Art. IX
- Sec. 9.1 – 9.4 See attached. Consolidation and elimination of committees and associated text changes ***Amended to remove all references to "Service" and refer to them as Standing Committees throughout the document**
- Sec. 9.2* **Add: Motions made in committee meetings pass on the support of a majority of the members present.**
- Sec. 9.6 New - language added to reflect the new "Monthly Work Sessions" and subsequent sections are re-numbered
- Sec. 9.7 Text added

According to Article X, Section 10.1, the Board Rules may be revised or amended by a two-thirds (2/3rds) vote provided that the proposed amendments have been submitted to the board in writing at a previous meeting. Therefore, we recommend the proposed amendments be laid on the table at this meeting for final approval under Unfinished Business at the March 17, 2026 Board Session.

Respectfully submitted,

SPECIAL COMMITTEE ON RULES

s/ _____

Jack B. Tany, Chairman

s/ _____

Sheldon Matthews, Vice-Chair

s/ _____

Christopher S. Boyd

s/ _____

Michael A. Webster

s/ _____

Dennis M. Harris

2-17-26/sek

*Rules Committee

Formatted: Strikethrough

202~~5~~
BOARD RULES



SAGINAW COUNTY
BOARD OF COMMISSIONERS

TABLE OF CONTENTS

PREAMBLE	1
ARTICLE I Organization	1
ARTICLE II Meetings and Sessions of the Board	1
ARTICLE III Order of Business	3
ARTICLE IV Voting	4
ARTICLE V Conduct of Members	5
ARTICLE VI Procedure	6
ARTICLE VII Officers	8
ARTICLE VIII Clerk	9
ARTICLE IX Committees	9
ARTICLE X Amendments	12
ARTICLE XI Repeal	12
Memo from Board Chair	13

PREAMBLE

We, the members of the Board of Commissioners, mindful of the obligations and trust placed in us by the people of Saginaw County and desirous of managing the affairs of the County to the best of our abilities, do hereby establish these Rules.

**ARTICLE I
Organization**

- Section 1.1** The organizational meeting of the Board of Commissioners shall be held within the first seven (7) days of January each year. At that meeting, the first order of business shall be the election of the Permanent Chair for a two-year term and Vice-Chair for a one-year term.
- Section 1.2** At the organizational meeting, the County Clerk, or a designated representative, shall be Acting Chair and preside until a member of the Board is elected Temporary Chair. The Temporary Chair shall preside until the Permanent Chair is elected.
- Section 1.3** The election of Chair and/or Vice-Chair shall be by voice vote ~~(1905 LA 653)~~.
- Section 1.4** The Chair and Vice-Chair of the Board shall assume office immediately after being elected and shall hold such office as set forth above.

Formatted: Strikethrough

**ARTICLE II
Meetings and Sessions of the Board**

- Section 2.1** All meetings of the Board of Commissioners shall be called in accordance with State Statutes and Rules of this Board. (MSA 5.321 – MSA 5.359 (16) [MCL 46.1 – 46.416])
- Section 2.2** The annual meeting of the Board of Commissioners shall be held each year after September 14, but before October 16. (MCL 46.1)
- Section 2.3** All regular meetings of the Board of Commissioners shall take place at the Courthouse in Saginaw County, Michigan or at such other place as may be designated by the Board.
- Section 2.4** The meeting time of the Board of Commissioners shall be at 5:00 p.m. on the third Tuesday of each month in Room 200 of the Saginaw County Courthouse, on the schedule set forth in Section 2.5 unless otherwise designated by the Chair. There will be no meeting in July and the annual meeting will be held in accordance with State Statute.

Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left

Section 2.5 Meeting Schedule – 2026

January (Tue)	6
January	20
February	17
March	17
April	21
May	19
June	16
(No Session in July)	
August	18
September	15
October	20
November	17
December	15

Changes to the Schedule will be posted by the Clerk

- Section 2.6** Petitioners requesting an audience before the Board of Commissioners shall be required to submit a request to the Board Coordinator no later than noon of the meeting day so audiences can be listed on the Addendum. The presenter shall be limited up to three minutes in length for oral remarks, with the summation details to be filed in writing with the Board. The summation and any request for referral to the appropriate committee and/or County Administrator shall be filed with the request to speak. This section shall not apply to any committee of the Board.
- Section 2.7** If a situation arises where an individual addressing the Board or attending the Session is discourteous or disorderly, the Chair shall take appropriate action by warning, requesting to leave, or having the individual escorted from the meeting.
- Section 2.8** Special meetings of the Board shall be held only when authorized during regular sessions or by petition of at least one-third (1/3rd) of the members of the Board, (MCLA 46.10) and shall be at a time to allow maximum attendance. Notice of special meetings of the Board may be mailed to Commissioners via email at least 10 days before the date of the meeting.
- Section 2.9** The business which a county board of commissioners may perform shall be conducted at a public meeting of the board held in compliance with Act No. 267 (Open Meetings Act) of Public Acts of 1976, being sections 15.261 to 15.275 of the Michigan Compiled Laws.

Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left

**ARTICLE III
Order of Business**

Section 3.1 The order of business of the Board shall be as follows:

1. Call to order by the Chair
- 2) Roll call by the Clerk of the Board
- 3) Invocation by a Board member or her/his guest
- 4) Pledge of Allegiance to the Flag
- 5) Approval of Minutes
- 6) Audience for Petitioners; Laudatories (Resolutions of Appreciation)
- 7) Petitions and Communications
- 8) Commissioners' Initiatory Motions shall require two-thirds (2/3rds) (8) majority vote of the members present for adoption. All initiatory motions shall be put in writing and distributed to commissioners before the motion is considered. (Section 6.8)
- 9) Committee Reports (Consent Agenda)
 - ~~Human Services Committee~~
 - **Courts and Public Safety Committee**
 - **County Services Committee**
 - ~~Budget/Audit Committee~~
 - ~~Labor Relations Committee~~
 - ~~Legislative Committee~~
 - ~~Intergovernmental Cooperation Committee~~
 - **Finance & Human Resources**
 - **Executive Committee**
 - **Rules Committee**
 - **Special Committees**
- 10) Resolutions
- 11) Unfinished Business
- 12) Announcements by Chair
- 13) Commissioners' Audiences
- 14) Adjournment

Formatted: Strikethrough

Formatted: Font: Bold

Formatted: Strikethrough

Formatted: Font: Bold

Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left

ARTICLE IV
Voting

- Section 4.1** A quorum shall consist of a majority of the members serving on the Board of Commissioners. (MCL 46.3)
- Section 4.2** All voting shall be by voice vote, hand vote, or roll call vote as determined by the Chair. Minutes shall state results of vote as called by the Chair.
- Section 4.3** A member by privilege may have her/his name entered into the Minutes demonstrating said vote.
- Section 4.4** A member may, by privilege, order a roll call vote on any question submitted for final passage to the Board and it shall be recorded in the Minutes as taken by the Clerk.
- Section 4.5** The following procedure shall be utilized for roll call voting:
- 1) When a roll call vote is taken, the roll shall be called by the members' names in numerical progression by districts, provided that the lead district is in continuous rotation, and provided, however, the Chair shall always vote last.
 - 2) During a roll call vote, a member shall vote when requested by the Clerk, and each member shall be recorded in the Minutes as voting yes or no; provided, however, any member who after three requests by the Chair to report her/his vote to the Clerk, fails to report her/his vote to the Clerk, shall be passed and the Chair shall instruct the Clerk to record the member's vote as "present and not voting," and the Minutes shall reflect the action taken by the Chair.
- Section 4.6** To be counted for quorum purposes, a commissioner must be physically present at the meeting. Each commissioner who votes on a matter must be physically present and seated when casting his or her vote.
- Section 4.7** Questions which arise at meetings of the Board of Commissioners shall be determined by the votes of a majority of the members present, except as otherwise provided by law or the Rules of this Board.
- Section 4.8** A majority vote of the members elected and serving shall be necessary for the final passage or adoption of a measure or resolution, or the allowance of a claim against the County. A two-thirds (2/3rds) (8) majority of the members elected to the Board is required for passage of certain measures pursuant to State law.

Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left

Section 4.9 Any non-agenda matter, including committee reports and initiatory motions, placed before the Board for final passage shall require two-thirds (2/3rds) (8) majority vote of the members present for adoption. (Section 6.8)

Section 4.10 The Board of Commissioners may, by a majority vote of the members elected and serving, pass regulations and ordinances relating to county affairs which the Board considers proper, but which shall not contravene the general law of the state or interfere with local affairs of a township, city or village within the limits of the county.

ARTICLE V
Conduct of Members

Section 5.1 A member desiring to speak to the question shall, after being recognized, assume the floor and address only the Chair.

Section 5.2 When two or more members address the Chair at the same time, it shall be the duty of the Chair to name the member entitled to the floor.

Section 5.3 A member shall not assume the floor more than once unless every other member desiring to speak on the same question shall first have an opportunity to do so.

Section 5.4 A member shall keep debate on any issue on a reasonable plane and to a reasonable amount of time; both subject to the rule of the Chair.

Section 5.5 A member shall be allowed the floor under agenda section "Commissioners Audiences" for a time period not to exceed ten minutes, and shall be allowed the floor only once during this agenda section.

Section 5.6 A member may question a petitioner on their presentation by leave of the Chair.

Section 5.7 A member entering or leaving the Board chamber shall be recorded in the proceedings and notify the Chair by quiet signal.

Section 5.8 A member shall not in any manner cause any distraction from the business of the Board or while the Chair, the Clerk, or any member is speaking.

Section 5.9 A member who has a direct or indirect pecuniary interest in a specific business transaction or contract with the County, must make the Board cognizant of said interest and it shall be recorded in the Minutes; and further, the business transaction or contract shall not be allowed until approved by two-thirds (2/3rds) (8) of the full membership without the vote of the public servant making the disclosure. (Contracts of Public Servants Public Entities Act, P.A. 1 of 1984, MCL 15.321 et seq.)

Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left

ARTICLE VI
Procedure

- Section 6.1** The business of the Board shall be conducted in accordance with Robert's Rules of Order, revised, insofar as such rules are not in conflict with these Rules and the Statutes of the State of Michigan. The Chair shall appoint a Parliamentarian and Deputy Parliamentarian to ensure adherence to the rules under which the Board conducts its business.
- Section 6.2** A member shall have the privilege to request that a question before the Board be postponed to the next scheduled meeting; except when there is reasonable indication that postponement would result in the denial of the motion or that postponement would result in making the matter moot. Such deferred question shall be taken up at the next scheduled meeting under the order of unfinished business. Once an item has been commissioner privileged, it may not be commissioner privileged again. This section shall not apply to appointment by majority vote of this Board (elections).
- Section 6.3** A member shall have the right to move reconsideration of any question on which the member voted with the prevailing side. A question may be reconsidered at the same or succeeding day's meeting but shall not be reconsidered more than twice.
- Section 6.4** A motion made and seconded shall be restated by the Chair or if in writing, read aloud by the Clerk before being debated.
- Section 6.5** A member shall reduce a motion to writing at the request of the Chair.
- Section 6.6** A member may move for the division of a question or the Chair may order same.
- Section 6.7** These Rules may be temporarily suspended for the consideration of a specific question at any regular or special meetings by a two-thirds (2/3rds) vote of the members present.
- Section 6.8** The agenda for all full Board meetings shall be closed at 5:00 p.m. the Thursday prior to the scheduled Tuesday Board Session. Only emergency matters requiring full Board action will be allowed to bypass the scheduled deadline as approved by the Chair. Those matters will be assigned to the appropriate committee which will act on them prior to the Board Session and any recommendations subject to the two-thirds (2/3rds) (8) rule. (Section 4.9)

Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left

Section 6.9 The agenda packet prepared for the Board will be numbered to designate the various sections and fastened together as one unit. The Addendum prepared on the day of the Session shall be numbered consistent with the numbering of the Agenda. Communications will be summarized in the packet and kept on file in their entirety in the Board Office. Communications and supporting material will be distributed to all members. At the end of each meeting, Board material may be removed by the commissioner or left on his/her desk for redistribution. All confidential and privileged material shall be personally returned to the Board staff or signed out at the end of the Session.

Section 6.10 Committee reports and resolutions will be introduced to the Board by the Chair of each committee, who may yield the floor for presentation to a member of the committee. Committee reports will be grouped together and numbered accordingly. When a Committee submits only one (1) report, the Chair/member is encouraged to summarize said report; when presenting more than one (1) report, those reports shall be reported in summary fashion as a Consent Agenda to be considered and voted on as a group, subject to exception by any member. Resolutions are encouraged to be summarized but shall be considered and voted on individually.

Section 6.11 The agendas for all Committee meetings shall be closed at 5:00 p.m. the Thursday prior to the scheduled Committee meetings. Only emergency matters will be allowed to bypass the scheduled deadline as approved by the Chair of each Committee or the Board Chair. All supporting documentation, pertinent to the matter to be presented to each Committee, shall be provided by the deadline above for inclusion in the agenda packet, so that it may be provided to the committee members for review sufficiently in advance of such committee meeting, except for emergency matters added in accordance with the above, or if waived by a majority of the committee.

Section 6.12 At the request of any member and with the concurrence of the Chair, comments by and questions of staff persons or others with information vital to a question before the Board or Committee shall be allowed.

Section 6.13 A memo from the Board Chair will accompany the Rules to provide clarity in matters relating to conduct and procedure at Official Board Sessions, and any other matters which may be appropriate.

Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left

**ARTICLE VII
Officers**

Section 7.1 The Chair shall be the presiding officer of the Board and her/his duties shall be:

- 1) To preserve order and decide questions of order subject to appeal by the Board;
- 2) To make the appointment of members to all ~~Standing, Primary, Regular and Special~~ committees, and boards and commissions, unless otherwise directed by the Board or State Statute; provided, however, that members shall be notified in the Board Agenda of pending elections and appointments; the Chair's appointments will be listed in the Addendum prepared on the day of the Session;
- 3) To call all meetings of the Board;
- 4) To be a voting member of all ~~Primary, Regular Standing and Special~~ Committees;
- 5) To refer all petitions and communications that come before the Board to the proper committee for consideration unless otherwise directed by the Board;
- 6) To direct the County Emergency Preparedness Coordinator in accordance with established Board policy; and in the event of disaster within the County jurisdiction shall request a declaration of disaster from the Governor.

Formatted: Strikethrough

Formatted: Strikethrough

Section 7.2 The Vice Chair shall preside at all meetings in the temporary or permanent absence, incapacity, or death of the Chair and shall assume all responsibilities of Chair while serving as Chair and execute necessary documents on behalf of the County. In the temporary or permanent absence, incapacity, or death of the Vice Chair, the Chair of the Courts and Public Safety Committee shall assume all responsibilities.

Section 7.3 In order to provide for the orderly conduct of county government in the event of an emergency, i.e., flood, tornado, etc. the line of succession to the position of Chair of the Board of Commissioners shall be as follows:

- 1) Vice Chair
- 2) Chair of Courts & Public Safety Committee
- 3) Chair of County Services Committee
- 4) Chair of Finance & Human Resources,

Deleted: Human

Deleted: County Services Committee

Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left

Section 7.4 Commissioner seating in the Board Room shall be at the pleasure of the Commissioners and shall be maintained throughout the term, subject to the following: The Board Chair shall preside as designated. When any other seat becomes available, it shall be filled based on Commissioner Seniority, only upon request to the Board Chair.

Deleted: 1 ... (1)

**ARTICLE VIII
Clerk**

Section 8.1 The Clerk of the Board shall be the County Clerk as provided for by Statute.

Section 8.2 The Clerk, or a designated representative, shall duly record all proceedings of the Board as provided for by Statute, notify all petitioners of action taken by the Board and perform such other duties as the Board may direct.

**ARTICLE IX
Committees**

Section 9.1 The following shall be the ~~Primary Standing Service~~ Committees of the Board:

Formatted: Strikethrough

Formatted: Strikethrough

1) Human Services

Formatted: Strikethrough

Requests for action by the Board of Commissioners will be made to the Human Services Committee from the following departments/organizations: Child Care Welfare, Commission on Aging, Region VII AAA, Department of Health & Human Services, Public Health Department, HealthSource Saginaw, Mental Health Authority (Substance Abuse), Mosquito Control, MSU Extension, and Veterans Burial/Veterans Relief/Veterans Trust (Merge this list with General Gov't below)

Formatted: Strikethrough

Formatted: Font color: Red

Formatted: Font color: Red

1) Courts and Public Safety

Deleted: 2

Requests for action by the Board of Commissioners will be made to the Courts & Public Safety Committee from the following departments/organizations: Americans with Disabilities (ADA), Animal Control, Assigned Counsel, Central Communications/911, Circuit Court (Jury Administration, Friend of the Court), Community Corrections, District Court, Emergency Services, Law Library, Local Emergency Planning Committee, Medical Director, Probate Court - Estate & Family, Probation - Circuit/District, Prosecuting Attorney (Welfare Enforcement), and Sheriff's Office/Jail

2) County Services

Deleted: 3

Requests for action by the Board of Commissioners will be made to the County Services ~~General Government/Health & Human Services~~ Committee from the following departments/organizations: Building Authority, Clerk/Elections, Administrator (Administration, Airport - H.W. Browne, Event Center, Facilities Management/Maintenance, Information Technology, Parking Lots, Public Improvement Projects, Purchasing/Auction, Telephone Services), Convention Bureaus (Tourism), Civil Counsel, Equalization, Public Works/Drains

Formatted: Strikethrough

Deleted:

Deleted:

Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left

(Saginaw Area Storm Water Authority, Upper Saginaw River Dredging), Economic Development/Saginaw Future, Historical Society/Castle Building, Michigan Works! Administration, Parks & Recreation, Brownfield Redevelopment, Materials Management Planning Committee, Register of Deeds, Remonumentation, Saginaw Valley Zoological Society, Soil Conservation, and Treasurer (Accommodations Ordinance/Land Bank Authority Program)

3) Finance & Human Resources

Requests for action by the Board of Commissioners will be made to the Finance & Human Resources Committee as follows:

Section 9.2 Motions made in committee meetings pass on the support of a majority of the members present

Formatted: Font: (Default) Calibri, 4 pt
Formatted: Indent: Left: 0", First line: 0"

Section 9.3 A quorum for ~~Standing Service~~ all Committees shall be three (3) members.

Formatted: Font: 8 pt
Formatted: Strikethrough

Section 9.4 Each Board member shall serve on at least one (1) Primary and one (1) Regular Standing ~~Service~~ Committee. Commissioners attending committee meetings who are not members of the committee shall be treated the same as the general public.

Formatted: Font: Bold
Formatted: Font: 8 pt
Deleted: 3

Section 9.5 There shall also be four (4) Regular Standing Service Committees of the Board, [Move this text to the Finance & Human Resources Committee] which shall be responsible for recommendations to alter the approved Annual Budget; for recommendations to alter County Personnel Policies; for providing input and direction in labor negotiations; ~~for recommendations concerning state and federal legislative issues; and, for recommendations concerning cooperative efforts between Local units and County government.~~

Formatted: Strikethrough
Formatted: Strikethrough
Formatted: Font: 8 pt
Deleted: 4
Formatted: Strikethrough
Formatted: Strikethrough

~~The four (4) Regular Standing Service Committees shall include the Chair of the Board. A quorum shall consist of a majority of the members serving on the committee. The Vice Chair of the Board of Commissioners shall assume chairmanship of said committee in the absence of its chair and vice chair~~

Formatted: Font: 8 pt
Formatted: Strikethrough

[Combine and move text from a. and b. to the Finance & Human Resources Committee]

a. ~~Budget/Audit~~ Finance shall review the cash position of the County with the Treasurer and Administrator as compared to budget categories in both revenues and expenses and shall report to the Board of Commissioners on a timely basis.

Formatted: Strikethrough

b. ~~Labor Relations~~ Human Resources shall review all personnel matters as they relate to County policy and negotiations with the Administrator and appropriate personnel officer and report to the Board of Commissioners on a timely basis. ~~Labor Relations shall also serve as the Factoring Subcommittee. These responsibilities may be delegated by Labor Relations Human Resources, but they shall remain responsible for the final decision to be reported to the Board.~~

Formatted: Indent: Left: 1.5", Tab stops: Not at 1.5"
Deleted:
Formatted: Strikethrough
Formatted: Indent: Left: 1.5", Hanging: 0.31", Tab stops: Not at 1.5"
Formatted: Strikethrough
Formatted: Strikethrough

c. ~~Legislative~~ shall address state and federal legislative issues affecting the County, have regular contact with legislators, departments and

Formatted: Strikethrough
Formatted: Indent: Left: 1.5", Hanging: 0.31"
Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left

~~organizations, and shall report to the Board of Commissioners on a timely basis. Any member of the Board of Commissioners who is serving as a director of MAC shall be a member. Eliminate~~

d. ~~Intergovernmental Cooperation shall reach out to other local units of government, including adjacent counties, and Saginaw County cities, villages, townships and school districts to seek out best practices, cooperation, collaboration and consolidation opportunities when it is deemed in the best interest of Saginaw County residents. Eliminate~~

Formatted: Not Strikethrough

Formatted: Strikethrough

Formatted: Indent: First line: 0", Tab stops: Not at 1.75"

Formatted: Strikethrough

Formatted: Not Strikethrough

Section 9.6 There shall be a Committee of the Whole, consisting of all eleven (11) members of the Board. The Committee shall consider all petitions, communications, and any other matters deemed appropriate as directed by the Board or the Chair of the Board with the actions or motions recorded in the Minutes of the Committee. The Vice-Chair shall assume Chairmanship of said Committee.

Deleted: 5

In the absence of the Vice-Chair, the line of succession shall be as listed in Section 7.2. The Committee shall be subject to Robert's Rules of Order, as revised. Upon completion of discussion, only motions to refer to an organized committee or to postpone indefinitely shall be allowed.

Section 9.7 ~~There shall be a Monthly Work Session, consisting of all eleven (11) members of the Board.~~

Deleted: 6

Section 9.8 There shall be an Executive Committee, consisting of five (5) members, which shall include: the Chair of the Board, the Chair of each of the Primary Standing Service Committees, and an additional member. Executive Committee will meet at the call of the Chair.

Deleted: and

Formatted: Strikethrough

Formatted: Strikethrough

1) When there is no member of the minority party serving on the Executive Committee, the minority party shall recommend one of their members to serve on the Committee to the Chairman of the Board, who shall have the authority to make the final appointment.

2) In the event a minority party member is a Standing Service Committee Chair, and thereby a member of the Committee, the Chair shall appoint another member to the Committee at the Chair's sole discretion.

Formatted: Strikethrough

3) The Executive Committee shall serve as an Advisory Committee to the Chair of the Board. Recommendations from said Committee should first be placed before the appropriate Standing Service Committee. The Executive Committee shall retain the option to refer matters directly to the Board.

Formatted: Strikethrough

Section 9.9 Additional committees may be constituted for special activities beyond the scope of the Standing Service Committees upon motion of any member of the Board or the Chair of the Board.

Deleted: 7

Formatted: Strikethrough

Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left

Section 9.10 The Chair of the Board shall appoint, in January, members to all committees and subcommittees in this section, except as otherwise noted.

Deleted: 1
Formatted: Strikethrough

Section 9.11 The first named member of each committee shall act as chair of that committee and the second named member shall act as vice chair of that committee.

Deleted: 9

Section 9.12 All committee recommendations to the Board Chair shall be reduced to writing.

Deleted: - Page Break -
¶

Deleted: 0

Section 9.13 All committees shall be subject to the call of the Chair of the Board or the Committee Chair, at a time convenient for all members of the committee except in emergency situations.

Formatted: Left, Indent: Left: 0", First line: 0"

Deleted: 1

Section 9.14 Committee members shall be entitled to per diem for committee assignments during the recess of the Board when said work has been previously ordered by the Board Chair or its Committee Chair.

Deleted: 2

Section 9.15 Conduct of committees shall be subject to State Statutes and Rules of the Board of Commissioners, wherever applicable.

Deleted: 3

Section 9.16 All requests for legal opinions by commissioners are to be directed to the Chair for referral to County Legal Counsel unless approved by the Board at a regular session.

Deleted: 4

**ARTICLE X
Amendments**

Section 10.1 These Rules may be revised or amended by a two-thirds (2/3rds) (8) vote of the members of the Board at any meeting of the Board, provided, however, that the proposed amendments must have been submitted to the Board in writing at a previous meeting.

**ARTICLE XI
Repeal**

Section 11.1 All previously adopted rules or policies inconsistent with the Rules herein provided are declared to be null and void.

Deleted: 1 ... [2]

Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left

**TO: MEMBERS OF THE SAGINAW COUNTY
BOARD OF COMMISSIONERS**

FROM: CHAIR OF THE SAGINAW COUNTY BOARD OF COMMISSIONERS

Honorable Commissioners:

In accordance with Article VI, Section 6.13 this memo is included with the 2025 Board Rules to provide clarity relating to conduct and procedure at Official Board Sessions, and any other matters which may be appropriate.

One of the duties as Board Chair is to preserve order. The Board Rules assist the Chair with this in the sections pertaining to reporting, questioning and voting on committee recommendations. The Rules provide that committee reports be introduced by the Committee Chair who is encouraged to summarize the reports. Members with questions are recognized by the Board Chair and the questions are addressed through the Board Chair. Members are encouraged to keep debate on a reasonable plane; questions and/or debate on the Board Floor should stay within the parameters of the motion consistent with the Rules adopted by the Board.

There are guidelines on the number of times and length of time a member may speak on an issue. Generally, each member requesting the floor is recognized once by the Chair before any member is recognized for the second time, and no member is allowed the floor more than two times. However, exceptions may be made if there is no objection from the majority of the Board. Voting is open and members have the option of voice vote, hand vote or roll call. Members must request a hand vote or roll call previous to the Chair's call for a vote.

Members are allowed by privilege to request that a question be postponed, except when there is the reasonable indication that the delay would result in the defeat of the motion. This privilege does not apply to appointments by majority vote of the Board, and no question may be privileged more than once. In addition, there is opportunity to speak under commissioners' initiatory motions and commissioners' audiences.

When a member requires more extensive information, it is recommended that he/she contact the Board Chair, Committee Chair or Staff Person prior to the Board Session, when possible. Commissioners are welcome to attend Standing ~~Service~~ Committee meetings for a better understanding of the issues.

Formatted: Strikethrough

To avoid disruptions and out of courtesy, please have all cell phones and pagers turned off or on vibrate while the Board is in session.

Following these procedures maintains the dignity in which the Board has successfully conducted its business throughout the years, and allows us to be more efficient, effective and organized.

Respectfully,

Jack B. Tany
Board Chairman

Formatted: Footer, Centered, Right: 0.25", Tab stops: 5.26", Left