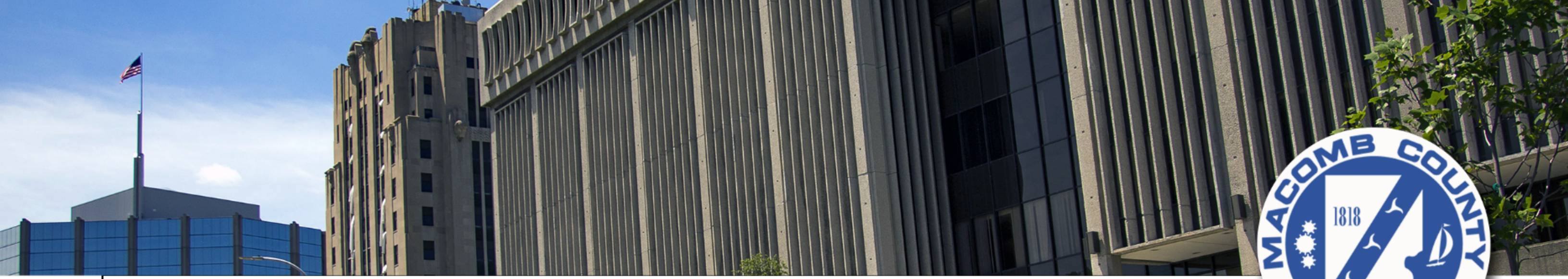

Macomb County Board of Commissioners

Don Brown – Board Chair (07) **Harold L. Haugh – Vice Chair (11)** **Barbara Zinner – Sergeant-At-Arms (10)**

District 01 – Michelle Nard
District 02 – Mai Xiong
District 03 – Veronica Klinefelt
District 04 – Joseph V. Romano
District 05 – Donald VanSyckel
District 06 – Jeff Farrington
District 08 – Phil Kraft
District 09 – Antoinette Wallace
District 12 – Julie Matuzak
District 13 – Joe Sabatini

DATE/TIME: Wednesday, July 14, 2021, 3:00 PM
COMMITTEE: Internal Services Committee
CHAIR: Chair Don VanSyckel, Vice Chair Phil Kraft
LOCATION: County Administration Building, One South Main Street, 9th Floor, Mount Clemens

MINUTES APPROVED ON AUGUST 11, 2021

1. Call to Order

   The meeting was called to order by the Chairperson at 03:00 PM in the Administration Building, 1 S. Main St., 9th Floor Mount Clemens, Michigan 48043.

   Present: Michelle Nard, Harold L. Haugh, Don Brown, Joseph V. Romano, Mai Xiong, Veronica Klinefelt, Barbara Zinner, Julie Matuzak, Jeff Farrington, Phil Kraft, Don VanSyckel, Joe Sabatini, Antoinette Wallace

   Others: Chief of Staff Crystal Richardson, Special Projects Coordinator Laura Murphy, Administrative Assistant Adriana DeMaggio

2. Pledge of Allegiance to the Flag
3. Adoption of Agenda

   Motion to adopt the agenda dated Wednesday, July 14, 2021.
   THE MOTION PASSED.

   Motioned by: Joseph V. Romano
   Seconded by: Harold L. Haugh

   Vote Summary: (11 - 0 - 0)
   Aye - Veronica Klinefelt, Joseph V. Romano, Don Brown, Phil Kraft, Harold L. Haugh, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini
   Nay - None
   Abstain - None

4. Approval of Minutes

   a) Joint Internal Services and Records and Public Safety Committee dated June 10, 2021

      Motion to approve the minutes Joint Internal Services and Records and Public Safety Committee dated June 10, 2021.

      THE MOTION PASSED.

      Motioned by: Harold L. Haugh
      Seconded by: Jeff Farrington

      Vote Summary: (11 - 0 - 0)
      Aye - Veronica Klinefelt, Joseph V. Romano, Don Brown, Phil Kraft, Harold L. Haugh, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini
      Nay - None; Abstain - None

5. Public Participation (three minutes max per speaker, or longer at the discretion of the Chair, related only to issues on the agenda)

   None

6. Department Recommendations

   a) Contracts: Velosimo ($40,000.00) and MNJ BlueBeam License ($2,592.00) - BlueBeam Integration with Accela ($42,592.00) / Jako van Blerk, CIO

      Motion to recommend that the Board of Commissioners approve the contracts with Velosimo ($40,000.00) and MNJ ($2,592.00) to provide and implement a BlueBeam Connector to integrate with Accela from August 2021 through November of 2022 for Public Works in the total amount of $42,592.00 . Funding available in Public Works Equipment Fund.

      This action does not constitute the Commission's approval of a budget amendment and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2020-08. Any budget amendment required for this contract/purchase/agreement must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

      THE MOTION PASSED.

      Motion by: Mai Xiong
      Seconded by: Joseph V. Romano

      Vote Summary: (11 - 0 - 0)
      Aye - Veronica Klinefelt, Joseph V. Romano, Don Brown, Phil Kraft, Harold L. Haugh, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini
      Nay - None; Abstain - None

      Speakers
      Veronica Klinefelt
      Barbara Zinner
      Jeff Farrington
      Mai Xiong

b) Contract: Interpersonal Frequency - Website Redesign and Platform Upgrade ($182,000) / Jako van Blerk, CIO

Motion to recommend that the Board of Commissioners approve the contract with Interpersonal Frequency for a website redesign and platform upgrade from July 2021 through December 2022 in the amount of $182,000 for Information Technology. Funding is available through a concurrent agenda item budget amendment into the Capital Improvement Fund.

This action does not constitute the Commission's approval of a budget amendment and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2020-08. Any budget amendment required for this contract/purchase/agreement must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

THE MOTION PASSED.

Motion by: Jeff Farrington
Seconded by: Joseph V. Romano

Vote Summary: (12 - 0 - 0)
Aye - Veronica Klinefelt, Joseph V. Romano, Don Brown, Phil Kraft, Harold L. Haugh, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini, Michelle Nard
Nay - None; Abstain - None

Speakers
Julie Matuzak
Mai Xiong
Don Brown

c) Budget Amendment: Capital Improvement Plan - Website Redesign and Platform Upgrade ($180,000) / Jako van Blerk, CIO

Motion to recommend that the Board of Commissioners approve a FY 2021 budget amendment for Information Technology in the amount of $180,000 by increasing Transfers Out to the Capital Improvement Fund with a corresponding decrease to Non-Departmental Capital Outlay in order to fund the website redesign and platform upgrade.

This action does not constitute the Commission's approval of any contract and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2020-08. Additionally, if approval is required under Ordinance 2017-03, such approval must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

THE MOTION PASSED.

Motion by: Mai Xiong
Seconded by: Julie Matuzak

Vote Summary: (13 - 0 - 0)
Aye - Veronica Klinefelt, Joseph V. Romano, Don Brown, Phil Kraft, Harold L. Haugh, Antoinette Wallace, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini, Michelle Nard
Nay - None; Abstain - None

d) Purchase Order: Modernistic II, LLC - Carpet & Upholstery Cleaning (Unit Pricing) / Lynn Arnott-Bryks, Director

Motion to recommend that the Board of Commissioners approve the Purchase Order with Modernistic, II, LLC to provide carpet and upholstery cleaning at various County offices throughout the year from July 26, 2021 to July 25, 2021 in the amount of the unit pricing on the bid for Facilities and Operations. Funding is available in the FY 2021 Facilities and Operations operating budget.

This action does not constitute the Commission's approval of a budget amendment and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2020-08. Any budget amendment required for this contract/purchase/agreement must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

THE MOTION PASSED.

Motion by: Michelle Nard
Seconded by: Joseph V. Romano

Vote Summary: (13 - 0 - 0)
Aye - Veronica Klinefelt, Joseph V. Romano, Don Brown, Phil Kraft, Harold L. Haugh, Antoinette Wallace, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini, Michelle Nard
Nay - None
Abstain - None

e) Purchase Order: Western Mechanical Contractors, Inc. - Juvenile Court Boiler Replacement Project ($109,785) / Lynn Arnott-Bryks, Director

approve a Purchase Order with Western Mechanical Contractors, Inc. for the Juvenile Court Boiler Replacement Project, to be completed from July 26, 2021 to October 1, 2021, in the amount of $109,785 for Facilities & Operations. Funding is available in through a concurrent agenda item budget amendment into the Capital Improvement Fund.

This action does not constitute the Commission's approval of a budget amendment and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2020-08. Any budget amendment required for this contract/purchase/agreement must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

f) Budget Amendment: Capital Improvement Fund - Juvenile Court Boiler Replacement Project ($109,785) / Lynn Arnott-Bryks, Director

approve a FY 2021 budget amendment for Facilities and Operations in the amount of $109,785 by increasing Transfers Out to the Capital Improvement Fund with a corresponding decrease to Non-Departmental Capital Outlay in order to fund the Juvenile Court boiler replacement project.

This action does not constitute the Commission's approval of any contract and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2020-08. Additionally, if approval is required under Ordinance 2017-03, such approval must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

Motion to recommend the Board of Commissioners adopt the Department Recommendations (e) and (f).

This action does not constitute the Commission's approval of any contract and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2020-08. Additionally, if approval is required under Ordinance 2017-03, such approval must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

THE MOTION PASSED.

Motion by: Veronica Klinefelt
Seconded by: Harold L. Haugh

Vote Summary: (13 - 0 - 0)
Aye - Veronica Klinefelt, Joseph V. Romano, Don Brown, Phil Kraft, Harold L. Haugh, Antoinette Wallace, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini, Michelle Nard
Nay - None; Abstain - None

Speakers
Joseph V. Romano
Veronica Klinefelt

g) Contract: Wakely Associates/Architects - Professional Architectural/Engineering Services for the Jail Tower Sanitary Line Replacement, Locker Room Expansion/Renovation and Forensic Lab Renovation (Approx. $70,683) / Lynn Arnott-Bryks, Director

approve the contract with Wakely Associates/Architects to provide professional architectural/engineering services from July 23, 2021 to October 31, 2021 in the amount of $65,683 plus a Reimbursable Expense not to exceed $5,000 (based upon 8.5 percent of estimated construction cost, to be adjusted based on the value of actual work designed and awarded and 80 percent of the 8.5 percent fee based on work designed, but not awarded) for Facilities & Operations. Funding is available through a concurrent agenda item budget amendment to the Capital Improvement Fund.

This action does not constitute the Commission's approval of a budget amendment and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2020-08. Any budget amendment required for this contract/purchase/agreement must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

h) Budget Amendment: Facilities & Operations - Professional Architectural/Engineering Services for the Jail Tower Sanitary Line Replacement, Locker Room Expansion/Renovation and Forensic Lab Renovation ($70,683) / Lynn Arnott-Bryks, Director

approve a FY 2021 budget amendment for Facilities and Operations in the amount of $70,683 by increasing Transfers Out to the Capital Improvement Fund with a corresponding decrease to Non-Departmental Capital Outlay in order to fund the professional architectural/engineering services for the jail tower sanitary line replacement, locker room expansion/renovation and forensic lab renovation.

This action does not constitute the Commission's approval of any contract and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2020-08. Additionally, if approval is required under Ordinance 2017-03, such approval must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

Motion to recommend the Board of Commissioners adopt the department recommendations (g) and (h).

THE MOTION PASSED.

Motion by: Michelle Nard
Seconded by: Jeff Farrington

Vote Summary: (11 - 2 - 0)
Aye - Veronica Klinefelt, Joseph V. Romano, Phil Kraft, Harold L. Haugh, Antoinette Wallace, Mai Xiong, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini, Michelle Nard
Nay - Don Brown, Don VanSyckel
Abstain - None

Speakers
Don Brown
Harold L. Haugh
Veronica Klinefelt
Joe Sabatini
Julie Matuzak
Barbara Zinner

i) Proposal: Anderson, Eckstein & Westrick, Inc. (AEW) - Professional Engineering Consulting Services for Public Works North Rose Pump Station ($75,300) / Lynn Arnott-Bryks, Director

approve the proposal from Anderson, Eckstein & Westrick, Inc. for professional engineering consulting services for the North Rose pump station from July 26, 2021 to December 31, 2021 in the amount of $75,300 for Public Works. Funding is available through a concurrent agenda item budget amendment into the Capital Improvement Fund.

This action does not constitute the Commission's approval of a budget amendment and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2020-08. Any budget amendment required for this contract/purchase/agreement must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

j) Budget Amendment: Capital Improvement Fund - Professional Engineering Consulting Services for Public Works North Rose Pump Station ($75,300) / Lynn Arnott-Bryks, Director

approve a FY 2021 budget amendment for Facilities and Operations in the amount of $75,300 by increasing Transfers Out to the Capital Improvement Fund with a corresponding decrease to Non-Departmental Capital Outlay in order to fund the professional engineering consulting services for the Public Works North Rose Pump Station.

This action does not constitute the Commission's approval of any contract and does not otherwise change or amend any other budget provision or requirement, including but not limited to the provisions and requirements of Ordinance 2020-08. Additionally, if approval is required under Ordinance 2017-03, such approval must be sought separately. A copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

Motion to recommend the Board of Commissioners adopt the department recommendations (i) and (j).

THE MOTION PASSED.

Motion by: Harold L. Haugh
Seconded by: Joseph V. Romano

Vote Summary: (12 - 1 - 0)
Aye - Joseph V. Romano, Don Brown, Phil Kraft, Harold L. Haugh, Antoinette Wallace, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini, Michelle Nard
Nay - Veronica Klinefelt
Abstain - None

Speakers
Veronica Klinefelt
Harold L. Haugh
Julie Matuzak
Mai Xiong
Phil Kraft

7. Correspondence

None

8. New Business

Speakers
Crystal Richardson
Mai Xiong
Julie Matuzak
Barbara Zinner
Veronica Klinefelt
Harold L. Haugh

9. Public Participation (three minutes max per speaker or longer at the discretion of the Chair)

None

10. Adjournment

Motion to adjourn the July 14, 2021 meeting at 04:34 PM.
<u>THE MOTION PASSED.</u>

Motioned by: Barbara Zinner
Seconded by: Phil Kraft

Vote Summary: (12 - 0 - 0)
Aye - Veronica Klinefelt, Don Brown, Phil Kraft, Harold L. Haugh, Antoinette Wallace, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini, Michelle Nard
Nay - None
Abstain - None