



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 06 – Jeff Farrington

District 02 – Mai Xiong
District 08 – Phil Kraft

District 03 – Veronica Klinefelt
District 09 – Antoinette Wallace

District 04 – Joseph V. Romano
District 12 – Julie Matuzak

District 05 – Donald VanSyckel
District 13 – Joe Sabatini

DATE/TIME: Wednesday, October 13, 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 NOVEMBER 10, 2021

1. Call to Order

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

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

Absent: Veronica Klinefelt

Others: Legislative Analyst Adriana DeMaggio, Chief of Staff Crystal Richardson, Director of Legislative Affairs Kyle McKee

2. Pledge of Allegiance to the Flag

3. Adoption of Agenda

Motion to adopt the agenda dated Wednesday, October 13, 2021.

THE MOTION PASSED.

Motioned by: Joseph V. Romano

Seconded by: Barbara Zinner

Vote Summary: (11 - 0 - 0)

Aye - Don Brown, Phil Kraft, Harold L. Haugh, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini, Joseph V. Romano, Antoinette Wallace

Nay - None

Abstain - None

4. Approval of Minutes

- a) Joint Internal Services & Records and Public Safety Committee minutes dated September 08, 2021
Motion to approve the minutes Joint Internal Services & Records and Public Safety Committee minutes dated September 08, 2021.

THE MOTION PASSED.

Motioned by: Harold L. Haugh

Seconded by: Barbara Zinner

Vote Summary: (11 - 0 - 0)

Aye - Don Brown, Phil Kraft, Harold L. Haugh, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini, Joseph V. Romano, Antoinette Wallace

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)

Speakers

Peter Lucido - Macomb County Prosecutor

6. Department Recommendations

- a) Budget Amendment: Capital Improvement Fund - Owner Representation Services for the Macomb County Sheriff's Office Marine Patrol Boathouse Project (\$220,000 plus \$5,000 in reimbursable expenses) / Lynn Arnott-Bryks, Director

Motion to recommend that the Board of Commissioners approve a FY 2021 budget amendment for Facilities and Operations in the amount of \$220,000 plus \$5,000 reimbursable expenses by decreasing General Fund Non-Departmental Capital Outlay with a corresponding increase to Operating Transfers Out to transfer funds into the Capital Improvement Fund for the Owner Representation Services with Plant Moran Cresa for the Macomb County Sheriff's Office Marine Patrol Boathouse 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.

THE MOTION PASSED.

Motion by: Harold L. Haugh

Seconded by: Antoinette Wallace

Vote Summary: (12 - 0 - 0)

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

Nay - None

Abstain - None

Speakers

Harold L. Haugh

Joseph V. Romano

- b) Proposal: Plante Moran Cresa - Owner Representation Services for the Macomb County Sheriff's Office Marine Patrol Boathouse Project (\$220,000 plus \$5,000 in reimbursable expenses) / Lynn Arnott-Bryks, Director

Motion to recommend that the Board of Commissioners approve the Proposal with Plante Moran Cresa for Owner Representation Services for the Macomb County Sheriff's Office Marine Patrol Boathouse Project through June 30, 2023 in the amount of \$220,000 plus \$5,000 in reimbursable expenses for Facilities & Operations. Funding is available in the FY 2021 Capital Plan.

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: Joseph V. Romano

Seconded by: Jeff Farrington

Vote Summary: (12 - 0 - 0)

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

Nay - None

Abstain - None

- c) Budget Amendment: Capital Improvement Fund - Air Handler Unit (AHU) Retrofit - Temperature Controls (\$92,130) / Lynn Arnott-Bryks, Director

approve a FY 2021 budget amendment for Facilities and Operations in the amount of \$92,130 by decreasing General Fund Non-Departmental Capital Outlay with a corresponding increase to Operating Transfers Out into the Capital Improvement Fund to provide funding for the Air Handler Unit (AHU) Retrofit - Temperature Controls.

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.

- d) Purchase Order: Metro Controls - Air Handler Unit (AHU) Retrofit - Temperature Controls (\$92,130) / Lynn Arnott-Bryks, Director

approve the purchase from Metro Controls for the Air Handler Unit (AHU) Retrofit - Temperature Controls in the amount of \$92,130 for Facilities and 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.

Motion to recommend that the Board of Commissioners approve Internal Services Department Recommendations items c - d.

THE MOTION PASSED.

Motion by: Jeff Farrington

Seconded by: Barbara Zinner

Vote Summary: (12 - 0 - 0)

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

Nay - None

Abstain - None

- e) Maintenance Agreement: Bentley - MicroStation, SignCAD, OpenRoads Designer, LEAP Bridge Systems for Roads (\$40,170) / Jako van Blerk, CIO

Motion to recommend that the Board of Commissioners approve the purchase of licenses for OpenRoads Designer SELECT (\$17,977.05), MicroStation SELECT (\$17,667.00), LEAP Bridge Concrete SELECT (\$2,755.35), and OpenRoads SignCAD SELECT (\$1,770.60), for a total amount of \$40,170.00, for Information Technology. Funding will be available in the Department of Roads FY 2022 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: Joseph V. Romano

Seconded by: Antoinette Wallace

Vote Summary: (12 - 0 - 0)

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

Nay - None

Abstain - None

- f) Budget Amendment: Capital Improvement Fund - Vic Wertz Surveillance System (\$49,700) / Jako van Blerk, CIO

Motion to recommend that the Board of Commissioners approve a FY2021 budget amendment for Information Technology in the amount of \$49,700 by decreasing Non-Departmental Capital Outlay with a corresponding increase to Operating Transfers Out to the capital improvement fund to fund the project cost for the Vic Wertz Food Bank Surveillance System Project for the IT Department.

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: Antoinette Wallace

Seconded by: Michelle Nard

Vote Summary: (9 - 3 - 0)

Aye - Don Brown, Phil Kraft, Harold L. Haugh, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Michelle Nard, Joseph V. Romano

Nay - Jeff Farrington, Joe Sabatini, Antoinette Wallace

Abstain - None

Speakers

Jeff Farrington

Julie Matuzak

Joseph V. Romano

Joe Sabatini

Antoinette Wallace

Barbara Zinner
Phil Kraft

- g) Purchase: Motor City Electric Technologies - Vic Wertz Food Bank Surveillance System (\$49,700) /
Jako van Blerk, CIO

Motion to recommend that the Board of Commissioners Approve the purchase from Motor City Electric Technologies to install a surveillance system for the Vic Wertz building, specifically the Central Stores and Food Warehouses, for \$49,700. 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: Joseph V. Romano
Seconded by: Barbara Zinner

Vote Summary: (9 - 3 - 0)

Aye - Don Brown, Phil Kraft, Harold L. Haugh, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Michelle Nard, Joseph V. Romano
Nay - Jeff Farrington, Joe Sabatini, Antoinette Wallace
Abstain - None

- h) Budget Amendment: Capital Improvement Fund - 42nd District Courts Court Management System (\$216,327.20) / Jako van Blerk, CIO

approve a FY 2022 budget amendment for Information Technology in the amount of \$216,327.20 by decreasing General Fund Non-Departmental Capital Outlay with a corresponding increase to General Fund Operating Transfers Out to the Capital Improvement Fund to provide funding for the Romeo and New Baltimore new Courts Management System 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.

- i) Purchase: 42nd District Courts Court Management System (Total: \$216,327.20)
Michigan Supreme Court - Judicial Information Services (\$48,087.20 + \$5,000 contingency)
White Box Technologies, Inc. - Data Conversion (\$127,240 + \$26,000 contingency)
Marie Hassett - Training/Consulting (\$8,000)
Unknown Vendor - Postcard Printers (\$2,000) / Jako van Blerk, CIO

**approve the purchase of the 42nd District Courts Court Management System:
Michigan Supreme Court - Judicial Information Services (\$48,087.20 + \$5,000 contingency)
White Box Technologies, Inc. - Data Conversion (\$127,240 + \$26,000 contingency)
Marie Hassett - Training/Consulting (\$8,000)
Unknown Vendor - Postcard Printers (\$2,000)
for a total of \$216,327.20. 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.

Motion to recommend that the Board of Commissioners approve Internal Services Committee

Recommendations items h - i.

THE MOTION PASSED.

Motioned by: Michelle Nard
Seconded by: Harold L. Haugh

Vote Summary: (12 - 0 - 0)

Aye - Don Brown, Phil Kraft, Harold L. Haugh, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini, Michelle Nard, Joseph V. Romano, Antoinette Wallace
Nay - None
Abstain - None

Speakers

Julie Matuzak
Jeff Farrington
Joe Sabatini
Barbara Zinner
Antoinette Wallace

- j) Intergovernmental Agreement: Macomb County and 42nd District Courts - Judicial Information Services (JIS) Court Management System / Jako van Blerk, CIO

Motion to recommend that the Board of Commissioners Approve the Intergovernmental Agreement between the County of Macomb and the District Courts to provide IT services and training for the new Michigan Judicial Information Services System (JIS).

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: Michelle Nard

Vote Summary: (12 - 0 - 0)

Aye - Don Brown, Phil Kraft, Harold L. Haugh, Mai Xiong, Don VanSyckel, Barbara Zinner, Julie Matuzak, Jeff Farrington, Joe Sabatini, Michelle Nard, Joseph V. Romano, Antoinette Wallace
Nay - None
Abstain - None

7. Budget Reviews

- a) Facilities and Operations
(Budget page C-33, C-34) / Lynn Arnott-Bryks, Director

Motion to receive and file the Facilities and Operations budget review as presented.

THE MOTION PASSED.

Motioned by: Jeff Farrington

Seconded by: Antoinette Wallace

Vote Summary: (12 - 0 - 0)

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

Nay - None

Abstain - None

Speakers

Julie Matuzak

Jeff Farrington

Joe Sabatini

Barbara Zinner

Antoinette Wallace

b) Information Technology

(Budget page C-42) / Jako van Blerk, CIO

Motion to receive and file the Information Technology budget review as presented.

THE MOTION PASSED.

Motioned by: Phil Kraft

Seconded by: Harold L. Haugh

Vote Summary: (12 - 0 - 0)

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

Nay - None

Abstain - None

Speakers

Harold L. Haugh

Jeff Farrington

Joe Sabatini

c) Capital Improvement Plan / Steve Smigiel, Director of Finance

Motion to receive and file the Capital Improvement Plan budget review as presented.

THE MOTION PASSED.

Motioned by: Michelle Nard

Seconded by: Antoinette Wallace

Vote Summary: (12 - 0 - 0)

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

Nay - None

Abstain - None

Speakers

Jeff Farrington

Julie Matuzak

Don Brown

Joe Sabatini

8. Commissioners' Comments

Speakers

Antoinette Wallace

Julie Matuzak

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

None

10. Adjournment

Motion to adjourn the October 13, 2021 meeting at 05:38 PM.

THE MOTION PASSED.

Motioned by: Joseph V. Romano

Seconded by: Barbara Zinner

Vote Summary: (12 - 0 - 0)

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

Nay - None

Abstain - None