



Macomb County Board of Commissioners

Don Brown, Board Chair
District 01

Harold L. Haugh, Vice Chair
District 10

Sylvia Grot, Sergeant-At-Arms
District 03

District 02 – Phil Kraft
District 08 – Antoinette Wallace

District 04 – Joe Sabatini
District 09 – Barbara Zinner

District 05 – Don VanSyckel
District 11 – Gus Ghanam

District 06 – Joseph V. Romano
District 12 – Michelle Nard

District 07 – James M. Perna
District 13 – Sarah Lucido

MINUTES APPROVED MAY 14, 2024

DATE/TIME: Wednesday, April 17, 2024, 3:00 PM

COMMITTEE: Joint Finance/Audit Budget and Records and Public Safety Committees

CHAIR: Finance/Audit/Budget Chair Joe Sabatini, Records and Public Safety Chair Joseph V. Romano

LOCATION: Administration Building, One South Main Street, 9th Floor, Mount Clemens, MI 48043

1. Call to Order

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

Present: Don Brown, Sylvia Grot, Harold L. Haugh, Phil Kraft, Sarah Lucido, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner
Absent: None

2. Pledge of Allegiance

3. Adoption of Agenda

Motion to adopt the agenda dated Wednesday, April 17, 2024. THE MOTION PASSED.

Motioned by: Joseph V. Romano

Seconded by: Michelle Nard

Vote Summary: (11 - 0 - 0)

Aye - Sylvia Grot, Harold L. Haugh, Phil Kraft, Sarah Lucido, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

4. Approval of Minutes

a) Joint Records and Public Safety and Finance/Audit/Budget Committees Minutes dated March 19, 2024

Motion to approve the Joint Records and Public Safety and Finance/Audit/Budget Committees Minutes dated March 19, 2024. THE MOTION PASSED.

Motioned by: Michelle Nard

Seconded by: James M. Perna

Vote Summary: (11 - 0 - 0)

Aye - Sylvia Grot, Harold L. Haugh, Phil Kraft, Sarah Lucido, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

5. Public Participation (three minutes max per speaker, related only to issues on the agenda)

None

6. Presentations

- a) Central Intake & Assessment Center Update - April 2024 / Ben Treppa, Director of Facilities and Operations

Motion to receive and file the Central Intake & Assessment Center Update for April 2024. THE MOTION PASSED.

Motioned by: Michelle Nard

Seconded by: Harold L. Haugh

Vote Summary: (13 - 0 - 0)

Aye - Don Brown, Sylvia Grot, Harold L. Haugh, Phil Kraft, Sarah Lucido, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

7. Finance/Audit/Budget Committee Department Recommendations

- a) Waived by Internal Services Committee Chair

Budget Amendment: Facilities & Operations - Macomb County Service Center Phase 3 Site Electrical Upgrades (\$44,900) / Ben Treppa, Director of Facilities and Operations

approve a FY 2024 budget amendment for Facilities and Operations in the amount of \$44,900 by decreasing Non-Departmental Capital Outlay with a corresponding increase to Operating Transfers Out in order to transfer funds to the Capital Improvement Fund for the architectural portion of the 2024 Macomb County Service Center Phase 3 Site Electrical Upgrades 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 2023-04. 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.

- b) Waived by Internal Services Committee Chair

Contract: DiClemente Siegel Design Inc. - Macomb County Service Center Phase 3 Site Electrical Upgrades (\$44,900) / Ben Treppa, Director of Facilities and Operations

approve the contract adjustment with DiClemente Siegel Design Inc. to provide engineering and architectural services from April 19, 2024 to December 31, 2024 in the amount of \$44,900 (\$139,400 Total Contract) for Facilities & Operations. Funding is available through a concurrent budget amendment to the FY2024 Capital Improvement 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 2023-04. 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.

- c) Waived by Internal Services Committee Chair
 Budget Amendment: Facilities & Operations - Architectural & Engineering Services 2024 Electrical Upgrades-Various Sites (\$120,000) / Ben Treppa, Director of Facilities and Operations
approve a FY 2024 budget amendment for Facilities and Operations in the amount of \$120,000 by decreasing Non-Departmental Capital Outlay with a corresponding increase to Operating Transfers Out in order to transfer funds to the Capital Improvement Fund to fund the architectural portion of the plan for the 2024 Electrical Upgrades-Various Sites 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 2023-04. 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) Waived by Internal Services Committee Chair
 Contract: Wakely Associates, Inc - Architectural & Engineering Services 2024 Electrical Upgrades-Various Sites (\$120,000) / Ben Treppa, Director of Facilities and Operations
approve the contract with Wakely Associates Inc., to provide Architectural and Engineering services from April 19, 2024 to April 30, 2025 in the amount of \$120,000 for Facilities and Operations. Funding is available through a concurrent budget amendment in the FY2024 Capital Improvement 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 2023-04. 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.
- e) Waived by Internal Services Committee Chair
 Contract: Wakely Associates Inc. - Professional Architectural and Engineering Services for Paving and Masonry Restoration at Various Sites (\$105,000) / Ben Treppa, Director of Facilities and Operations
approve the contract with Wakely Associates, Inc to provide professional architectural and engineering services for paving and masonry restoration at various sites from April 19, 2024 to November 29, 2024 in the amount of \$105,000 for Facilities & Operations. Funding is available in the FY2024 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 2023-04. 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: Finance Department - Additional Staff (\$72,600 Net Change) / Steve Smigiel, Director of Finance
approve a FY2024 budget amendment for Finance in the amount of \$291,400 by increasing Contract Services (\$291,400) with a corresponding decrease to Personnel (\$218,000) and increase to Operating Transfers In from the Capital Improvement Fund (\$72,600) in order to engage with a temporary staffing agency to assist the department in preparing for the annual audit and fill vacancies while they are in the process of being filled.
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 2023-04. 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.
- g) Purchase of Services: Robert Half and Associates - Finance Department Temporary Staffing (\$291,400) / Steve Smigiel, Director of Finance
approve the engagement for professional services with with Robert Half & Associates to provide eight (8) temporary staff for 8-12 weeks in the amount not to exceed \$291,400 for Finance. Funding is available in the FY2024 Finance budget through a concurrent budget amendment.

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 2023-04. 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 Finance/Audit/Budget Committee Department Recommendations 7f and 7g. THE MOTION PASSED.

Motioned by: Harold L. Haugh

Seconded by: Joseph V. Romano

Vote Summary: (13 - 0 - 0)

Aye - Don Brown, Sylvia Grot, Harold L. Haugh, Phil Kraft, Sarah Lucido, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

8. Records and Public Safety Committee

9. Records and Public Safety Committee Department Recommendations

- a) Contract: Macomb Community College - Crisis Intervention Training (\$200,000 in FY2024, then \$150,000 annually thereafter) / Barbara Caskey, Director, Community Corrections

Motion to recommend that the Board of Commissioners approve the contract with Macomb Community College to provide Crisis Intervention Training for First Responders and other relevant participants from April 1, 2024 to December 31, 2027 in the amount of \$200,000 in FY24, then \$150,000 annually thereafter. Funding is available in the FY24 Michigan Department of Corrections/Office of Community Corrections, the Opioid Settlement Fund, and the County of Macomb

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 2023-04. 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.

Motioned by: Michelle Nard

Seconded by: Antoinette Wallace

Vote Summary: (13 - 0 - 0)

Aye - Don Brown, Sylvia Grot, Harold L. Haugh, Phil Kraft, Sarah Lucido, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

- b) Contract: CARE of Southeastern Michigan - Strengthening Families Program (\$431,925 annually) / Barbara Caskey, Director, Community Corrections

Motion to recommend that the Board of Commissioners approve the contract with CARE of Southeastern Michigan to provide Strengthening Families Programming from April 1, 2024 to December 31, 2027 in the amount of \$431,925 annually for Community Corrections. Funding is available in the FY24 Opioid Settlement Funds.

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 2023-04. 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: Don VanSyckel

Vote Summary: (13 - 0 - 0)

Aye - Don Brown, Sylvia Grot, Harold L. Haugh, Phil Kraft, Sarah Lucido, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

- c) Budget Amendment: Register of Deeds Remonumentation Grant - Increase Actual Amount Received (\$16,828) / Anthony Forlini, Clerk/Register of Deeds

approve a FY2024 budget amendment to increase the Register of Deeds Remonumentation Program budget in the amount of \$16,828 due to an increase from the State of Michigan Department of Licensing and Regulatory Affairs to be used for remonumentation.

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 2023-04. 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) Grant Agreement: State of Michigan - 2024 Remonumentation Program (\$172,828) / Anthony Forlini, Clerk/Register of Deeds

approve the Grant Agreement with the State of Michigan for the Remonumentation Program from January 1, 2024 through December 31, 2024 in the amount of \$172,828 for the Register of Deeds Office.

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 2023-04. 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.

- e) Contract: Spalding DeDecker Associates, Inc. - Remonumentation Program Surveying 2024 (not to exceed \$24,475) / Anthony Forlini, Clerk/Register of Deeds

approve the contract with Spalding DeDecker Associates, Inc. to provide Remonumentation Program Surveying from January 1, 2024 through December 31, 2024 in the amount not to exceed \$24,475 for the Register of Deeds Office. Funding is available in the FY2024 Remonumentation Grant 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 2023-04. 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) Contract: John R. Fenn - Remonumentation Program Peer Review Group 2024 (not to exceed \$2,100) / Anthony Forlini, Clerk/Register of Deeds
approve the contract for services of Peer Group Member John R. Fenn from March 1, 2024 through December 31, 2024 for the Monumentation and Remonumentation Program in the amount not to exceed \$2,100 for the Register of Deeds Office. Funding is available in the FY2024 Remonumentation Grant 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 2023-04. 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.
- g) Contract: Catherine M. DeDecker, P.S. - Surveyor Representative for the Remonumentation Program (\$33,500) / Anthony Forlini, Clerk/Register of Deeds
approve the contract for Catherine M. DeDecker, P.S., to perform the duties of the County Surveyor Representative for the Remonumentation Program from March 1, 2024 through February 29, 2025 in the amount of \$33,500 for the Register of Deeds Office. Funding is available in the FY2024 Remonumentation Grant.
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 2023-04. 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) Contract: Giffels Webster - Remonumentation Program Surveying 2024 (not to exceed \$24,750) / Anthony Forlini, Clerk/Register of Deeds
approve the contract with Giffels Webster to provide Remonumentation Program Surveying from January 1, 2024 through December 31, 2024 in the amount not to exceed \$24,750 for the Register of Deeds Office. Funding is available in the FY2024 Remonumentation Grant 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 2023-04. 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.
- i) Contract: Michigan Surveying, Inc. - Remonumentation Program Surveying 2024 (not to exceed \$24,750) / Anthony Forlini, Clerk/Register of Deeds
approve the contract with Michigan Surveying, Inc. to provide Remonumentation Program Surveying from January 1, 2024 through December 31, 2024 in the amount not to exceed \$24,750 for the Register of Deeds Office. Funding is available in the FY2024 Remonumentation Grant 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 2023-04. 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) Contract: Kennedy Surveying, Inc. - Remonumentation Program Surveying 2024 (not to exceed \$25,950) / Anthony Forlini, Clerk/Register of Deeds
approve the contract with Kennedy Surveying, Inc. to provide Remonumentation Program Surveying from January 1, 2024 through December 31, 2024 in the amount not to exceed \$25,950 for the Register of Deeds Office. Funding is available in the FY2024 Remonumentation Grant 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 2023-04. 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.
- k) Contract: Seiber Keast Lehner, Inc. - Remonumentation Program Surveying 2024 (not to exceed \$25,950) / Anthony Forlini, Clerk/Register of Deeds

approve the contract with Seiber Keast Lehner, Inc. to provide Remonumentation Program Surveying from January 1, 2024 through December 31, 2024 in the amount not to exceed \$25,950 for the Register of Deeds Office. Funding is available in the FY2024 Remonumentation Grant 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 2023-04. 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 Records and Public Safety Committee Recommendations 9c - 9k. THE MOTION PASSED.

Motioned by: Harold L. Haugh

Seconded by: Sarah Lucido

Vote Summary: (13 - 0 - 0)

Aye - Don Brown, Sylvia Grot, Harold L. Haugh, Phil Kraft, Sarah Lucido, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

10. Presentations

- a) Presentation: 2023 Civil Service Commission Annual Report / Anthony Forlini, Clerk/Register of Deeds

Motion to receive and file the 2023 Civil Service Commission Annual Report. THE MOTION PASSED.

Motioned by: Mai Xiong

Seconded by: Joe Sabatini

Vote Summary: (12 - 0 - 0)

Aye - Don Brown, Sylvia Grot, Phil Kraft, Sarah Lucido, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None

11. Public Participation (three minutes max per speaker)

None

12. Commissioners' Comments

Speakers

Joseph V. Romano

Michelle Nard

Mai Xiong

Barbara Zinner

13. Adjournment

Motion to adjourn the April 17, 2024 meeting at 04:53 PM. THE MOTION PASSED.

Motioned by: Phil Kraft

Seconded by: Mai Xiong

Vote Summary: (13 - 0 - 0)

Aye - Don Brown, Sylvia Grot, Harold L. Haugh, Phil Kraft, Sarah Lucido, Michelle Nard, James M. Perna, Joseph V. Romano, Joe Sabatini, Don VanSyckel, Antoinette Wallace, Mai Xiong, Barbara Zinner

Nay - None

Abstain - None