



# BOARD OF COMMISSIONERS

1 S. Main St., 9<sup>th</sup> Floor  
Mount Clemens, Michigan 48043  
586.469.5125 ~ Fax: 586.469.5993  
www.macombBOC.com

## NOTICE OF MEETING

There will be a meeting of the **BOARD OF COMMISSIONERS** on Thursday, May 14, 2015, at 7 p.m., on the 9<sup>th</sup> Floor of the County Administration Building, in the Commissioners' Board Room, Mount Clemens.

**(Invocation this month is by Commissioner James Carabelli)**

## PRELIMINARY AGENDA

1. Correspondence from Executive
2. Approve or Reject Stephen Smigiel as Director of Finance (page 1) (attached)
3. **APPOINTMENTS:**  
Executive Appointment with Board Concurrence
  - a) **ART INSTITUTE AUTHORITY**  
3 vacancies (2 – 3 year terms to expire 4-30-18 and 1 – 2 year term to expire 4-30-17;  
upon submission of Articles of Incorporation amendment to the Secretary of State)  
(3 applications are attached) (page 10)
  - b) Board Chair and Executive Appointments to Art Institute Authority (attached)  
(receive and file only) (page 24)
4. **COMMITTEE REPORTS:**
  - a) Finance, May 7 (page 34) (attached)
  - b) Infrastructure and Economic Development, May 12 (to be provided)
5. Board Chair's Report (to be provided)

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**Corinne Bedard**  
**Committee Reporter**

## MACOMB COUNTY BOARD OF COMMISSIONERS

David J. Flynn – Board Chair  
District 4

Kathy Tocco – Vice Chair  
District 11

Steve Marino – Sergeant-At-Arms  
District 10

Andrey Duzyj – District 1  
Don Brown – District 7

Marvin Sauger – District 2  
Kathy Vosburg – District 8

Veronica Klinefelt – District 3  
Fred Miller – District 9

Robert Mijac - District 5  
Bob Smith – District 12

James Carabelli – District 6  
Joe Sabatini – District 13



# MACOMB COUNTY, MICHIGAN

**Resolution Number:**

**Full Board Meeting Date:**

## RESOLUTION

**Resolution to:**

Confirm the appointment of Stephen Smigiel as Director of Finance.

**Introduced By:**

Dave Flynn, Board Chair

**Additional Background Information (If Needed):**

**Committee**

**Meeting Date**

Government Operations

5-5-15 (interview)

Full Board

5-14-15 (appointment)



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## Macomb County Executive

### Mark A. Hackel

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Mark F. Deldin  
Deputy County Executive

TO: David Flynn, Board Chair, and Members of the Commission

FROM: Mark F. Deldin *MFD*

DATE: April 29, 2015

RE: Director of Finance Appointment

As you know, Stephen Smigiel began serving as Interim Finance Director in September of 2014. Since that time he has performed very professionally and effectively in that role. Stephen recently guided us through the largest bond sale in County history when 263 million dollars of bonds were issued to secure our retiree health care obligations out into the future.

This period of interim service has allowed all of us to watch how Steve has functioned in the lead position as Director of Finance and I have come to believe that he is very well suited to continue in that role on a permanent basis. Therefore, as prescribed by Section 7.5.2 of the Charter, the County Executive is hereby appointing Stephen Smigiel as Director of Finance and submitting this appointment to you for confirmation. This appointment will become effective on the first day of the pay period following your confirmation of the appointment with compensation to be set within the salary range listed on the attached posting.

Attached for your information is a copy of the Job Posting and an updated resume for Mr. Smigiel. Steve has served in various capacities with our Finance Department for the past 25 years.

On behalf of County Executive Mark A. Hackel, I am very pleased to be able to appoint Mr. Smigiel to this very important position and hope that you share our enthusiasm for him and will confirm his appointment. Please let me know if you have any questions or need any additional information.

MFD/smf

Attachments

cc: Mark A. Hackel



**MACOMB COUNTY**  
invites applications for the position of:  
**Director, Finance**

An Equal Opportunity Employer

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**SALARY:** \$105,709.93 - \$132,137.42 Annually

**OPENING DATE:** 09/29/14

**CLOSING DATE:** Continuous

**GENERAL RESPONSIBILITIES:**

**CURRENT HOURS AND STARTING TIME:** Full-time (37.5 hours per week) position. The starting time for this position is currently 8:00 a.m.

**DEPARTMENT:** Finance

**F.L.S.A. STATUS:** Exempt

**HIRING AUTHORITY:** County Executive

This position is "at-will" under the County Human Resource Policy.

Under direction, serves as the Chief Financial Officer and is responsible Purchasing, Risk Management and Equalization as well as the overall management and administration of County fiscal policies, procedures and regulations; provides direction for accounting, budgetary, and financial procedures and requested appropriations; responsible for the preparation of the comprehensive Annual Financial Report for the County, as well as the preparation and execution of the County's Budget; directs related procedures, initiates, studies, and recommends improvements to fiscal policies and controls; directs managerial, professional and support staff; performs related duties as assigned.

**ESSENTIAL FUNCTIONS:**

Reviews annual budget requests in relation to available resources and prepares County budget recommendations.

Provides financial management and reporting information to County agencies as necessary.

Develops, presents and implements County budgetary and accounting policies, procedures and regulations.

Provides fiscal and technical advice in the form of fiscal notes and reports.

Plans, directs and administers Department planning, budgeting, and operations including the development of goals, objectives and performance measures.

Reviews, analyzes and reports on legislation and related documents from State and Federal governments, which impact County fiscal procedures and operations.

Directs and coordinates the development and administration of new accounting systems, including computerized systems.

Directs the maintenance of financial accounts detailing assets, liabilities, revenues, expenditures, and equity for County funds in accordance with Generally Accepted Accounting Principles.

Directs continuous evaluation and review of budgetary and accounting methods and procedures within the various County agencies to ensure compliance with administrative and legislative requirements.

Directs periodic budgetary orientation meetings and assists County agencies in the development of annual budget requests, including program functions, statements of goals and objectives, and service efforts and accomplishments.

Directs and coordinates with other departments in the planning, developing and conducting of program review and management improvement studies to determine program and management effectiveness and efficiency.

Prepares detailed salary and fringe benefit forecasts in conjunction with Human Resources for purposes of labor contract costing and budget preparation.

Directs the preparation of the County's Comprehensive Annual Financial Report.

Serves as liaison with the certified auditors for the County's financial statements.

Directs managerial, professional and support staff.

Provides departmental supervision and oversight for Purchasing, Risk Management and Equalization.

Operates an automobile while performing assigned job duties.

Complies with P.A. 390, as amended, known as the State's Emergency Management Act and the County's Emergency Management resolution as well as all related plans, policies and procedures covered by these statutes.

**ADDITIONAL FUNCTIONS:**

The statements contained in this position description are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not to be construed as an exhaustive list of all job duties performed.

**EDUCATION, TRAINING AND EXPERIENCE:**

A Bachelor Degree in Business Administration, Accounting or a directly related field from an accredited college or university.

A Master Degree in Business Administration, Accounting or a directly related field from an accredited college or university is preferred.

A minimum of eight (8) years of experience supervising or managing activities related to budgeting, accounting, economic forecasting and financial analysis, preferably in the public sector.

Be physically able to perform the essential functions of the position, with or without reasonable accommodation.

**ADDITIONAL QUALIFICATIONS:**

Knowledge of current management principles, practices, and techniques relative to governmental budgeting, financing, actuarial analysis, accounting and reporting functions as required in the administration of a complex governmental organization.

Ability to initiate, plan, develop, coordinate and implement multi-program and multi-management budget and accounting activities involved in the operations of County agencies.

Knowledge of the utilization of technology in the preparation and implementation of budget and accounting documents, reports and activities.

Knowledge of long range financial planning processes and economic forecasting techniques.

Knowledge of the laws, ordinances, and regulations governing fiscal and budgetary operations of the County.

Ability to develop and analyze financial and operational reports regarding programs, budgets and operations.

Ability to effectively speak, write and understand the English language.

Ability to speak and understand a language other than English is preferred.

Ability to prepare and present written and verbal reports in a clear and logical manner.

Ability to direct, manage and organize the work of managerial, professional and support staff.

Ability to conduct meetings and make group presentations.

Possession of a valid Michigan driver's license and an operable insured automobile for authorized travel.

Ability to establish and maintain effective working relationships with elected officials, administrators, Department Heads, staff, external organizations, community groups and the public.

Ability to conduct oneself with tact and courtesy.

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.macombgov.org>

Job #14-00325  
DIRECTOR, FINANCE  
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OUR OFFICE IS LOCATED AT:  
120 N. Main Street  
1st Floor  
Mt. Clemens, MI 48043  
586-469-5280  
[human.resources@macombgov.org](mailto:human.resources@macombgov.org)

An Equal Opportunity Employer

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**Director, Finance Supplemental Questionnaire**

- \* 1. Do you possess a Bachelor Degree in Business Administration, Accounting or a directly related field from an accredited college or university?
  - Yes
  - No
- \* 2. How many years of experience do you have supervising or managing activities related to budgeting, accounting, economic forecasting or financial analysis?
  - Less than 4 years of experience
  - 4 to 6 years of experience
  - 6 to 8 years of experience
  - 8 or more years of experience
- \* 3. Do you possess a Master Degree in Business Administration, Accounting or a directly related field from an accredited college or university?
  - Yes
  - No
- \* 4. How many years of experience do you have working in the public sector?
  - Less than 4 years of experience
  - 4 to 6 years of experience
  - 6 to 8 years of experience
  - 8 or more years of experience
- \* Required Question



## Stephen L. Smigiel, CPA

26252 Wexford  
Warren, MI. 48091  
810-701-1453  
slsmigiel@yahoo.com

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Analytical and results-oriented financial professional with 29 years of progressively more responsible public sector accounting, auditing and financial management experience. Broad-based experience encompasses policy development, budgeting and financial reporting, computer system implementations and public presentations to legislative bodies and employee groups. Highly ethical and approachable self-starter with a reputation of a strong work ethic and the ability to consistently achieve objectives. Extensive knowledge and understanding of generally accepted accounting principles, financial reporting, auditing procedures, budgeting, forecasting and internal controls.

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### PROFESSIONAL EXPERIENCE

#### ***Interim Finance Director***, County of Macomb, Michigan, September 2014 - Present

- Responsible for developing , recommending and implementing County-wide financial policies and procedures
- Recommended the structuring of a \$263 million OPEB bond issue and coordinated the delivery of those bonds, including presentations to the Board of Commissioners and the State Department of Treasury review panel
- Lead presenter on the County's two most recent ratings presentations
- Coordinated the preparation of the County's 2015-2019 five year Capital Improvement Plan
- Developed and recommended the financing structure of a \$45 million capital improvement bond issue
- Secretary of the Macomb County Employees' Retirement System
- Executive appointee to the Macomb County Retiree Health Care Board and the Macomb County Retirees' Health Care Intermediate Trust Board

#### ***Assistant Finance Director-Management & Budget***, County of Macomb, Michigan, March 2011 - September 2014

- Directed the preparation of the \$600 million annual County budget of the third largest County in Michigan, including presentations to the Board of Commissioners.
- Supervised the Budgeting and Forecasting, Payroll, Purchasing and Risk Management functions.
- Initiated, developed and implemented a new design format for the County budget, including a narrative overview, resulting in a more transparent and understandable document.
- Ensured compliance with State Revenue Sharing incentive program, including the design and preparation of the County's Citizens Guide and Performance Dashboard
- Prepared credit rating presentation exhibits and served as a delegation member on several credit rating presentations.
- Prepared 20 year long range financial forecasts

#### ***Accounting Manager***, County of Macomb, Michigan, August 1997 - March 2011

- Supervised all aspects of the accounts receivable, accounts payable cash receipts and payroll functions
- Managed and coordinated the annual audit and responsible for preparation of the Comprehensive Annual Financial Report
- Reviewed internal controls of various departments throughout the County
- Co-managed the implementation of the County's current integrated financial management and payroll systems
- Prepared exhibits used in credit rating presentations, member of delegation team on one occasion

***Audit Officer***, County of Macomb, Michigan, June 1990 - August 1997

- Created system for and responsible for implementing in-house preparation of the Comprehensive Annual Financial Report, resulting in significantly reduced annual audit fees
- Reviewed and strengthened internal controls surrounding inmate trust accounts at the County jail
- Conducted internal control audits of cash receipting operations throughout the County.

***Staff Auditor/Senior Auditor***, BDO Seidman, Detroit, MI., June 1986 – April 1990

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**EDUCATION, LICENSES AND SKILLS**

University of Michigan - Flint, Bachelor of Business Administration - Concentration in Accounting, 1986

Certified Public Accountant – Michigan, 1988

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**REFERENCES**

David Diegel, Retired Finance Director – Macomb County

Peter Provenzano, Vice Chancellor of Administrative Services– Oakland Community College

David Herrington, Partner – Plante Moran CPAs



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## Macomb County Executive

### Mark A. Hackel

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Mark F. Deldin  
Deputy County Executive

TO: Dave Flynn, Board Chair

FROM: Pamela J. Lavers, Assistant County Executive *PJL*

DATE: April 29, 2015

RE: **ART INSTITUTE AUTHORITY APPOINTMENTS**

As provided under the Articles of Incorporation of the Macomb County Art Institute Authority, Article 3.1, this memorandum serves as notice of the Executive's nominations to the Art Institute Authority as presented to you for Board approval:

- Ms. DiAnne Pellerin to serve a three (3) year term to expire April 30, 2018 (see attached application)
- Ms. Jennifer Callans, Ph.D. to serve a three (3) year term to expire April 30, 2018 (see attached application)
- Ms. Kathy Grenda to serve a two (2) year term to expire April 30, 2017 (see attached application).

Thank you for your attention to this transmittal and I am available to answer any questions or concerns which you or the Board members may have.

PJL/smf

cc: Jennifer Callans, Ph.D.  
Kathy Grenda  
DiAnne Pellerin  
Jill Smith



6. Educational level and degrees received: Doctorate (WSU), MAT (Oakland), BS (MSU)

7. I presently hold the following appointments and elected positions:

Title Appointment or Election Date

Title Appointment or Election Date

Title Appointment or Election Date

8. Previously held appointments and/or elected positions:

Title Dates Served

Title Dates Served

Title Dates Served

9. Have you even been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

NO

10. Do you have a conflict of interest or a potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Macomb County? If so, list the interest (except where required for the appointment).

NO

11. List any family members who are or have been employed by Macomb County or are or have been elected to County offices.

NONE

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12. Is this an application for reappointment? Yes  No

If yes, how many years have you served on this board? <sup>3</sup> \_\_\_\_\_

Please indicate your attendance record for the term(s) served <sup>14</sup> / <sup>16</sup>  
No. of meetings attended / No. of meetings held

Comments/Clarification (only if necessary) \_\_\_\_\_

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9. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Macomb County.

I believe the knowledge, skills and experiences I have gained though out my 35+ years as an education

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I hereby apply for appointment to Macomb County Art Institute Authority and do swear or affirm  
**Board or Commission**  
that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

*Dianne M. Pellegrini*  
Signature

Dianne M. Pellegrini  
Name (Print or Type)

Subscribed and sworn to before me this  
27<sup>th</sup> day of April, 2015.

*Patricia E. Dib*

Notary Public  
Macomb County, Michigan

My commission expires: 10-5-2017

PATRICIA E. DIB  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF MACOMB  
My Commission Expires October 5, 2017  
Acting in the County of Macomb

Note: Applicants may – but it is not required – attach additional information pertaining to this Application for Appointment if attachments do not exceed the maximum for each item listed below:

- Resume – up to one page
- Letter of Reference – up to two pages
- Letter of Intent – up to one page

The following is for Board Office use only:

Overseeing Committee: \_\_\_\_\_

Chair Review for Compliance: \_\_\_\_\_  
(Commissioner Sign-off)

(revised 02/09 pd)

DiAnne M. Pellerin  
13807 Silent Woods Drive  
Shelby Township, MI 48315  
Dpellerin5@comcast.net (586)566-3318

April 27, 2015

To the Macomb County Board of Commissioners:

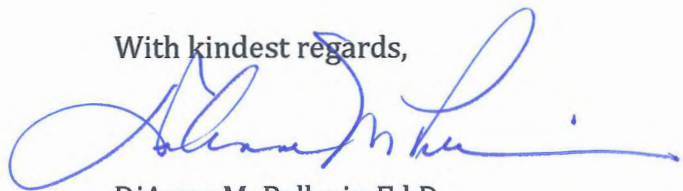
It would be my pleasure to continue to serve on the Macomb County Art Institute Authority as the representative for the Macomb County Intermediate School District as recommended by Michael DeVault, Superintendent, and Dr. Judy Pritchett, Chief Academic Officer. I am pleased with the accomplishments that have been realized throughout the first three years of the agreement with the Detroit Arts Institute and Macomb, Oakland and Wayne counties and am committed to continued support of school, senior and community partnerships, specifically for Macomb County residents.

I have been a lifelong resident of Macomb County and am retired after serving as an educator in the county for 35+ years. As a lifelong resident, I am committed to supporting activity that will ensure the future of our county and facilitate our growth and development as a community. As an educator, I remain a strong advocate for Macomb County students and committed to developing the talent and potential of our youth.

I understand the role and responsibilities of the Macomb County Art Institute Authority as set forth in the Articles of Incorporation. I believe my education, experience and skills have and will continue to enable me to be an effective member of the Authority.

Thank you for your consideration.

With kindest regards,



DiAnne M. Pellerin Ed.D.

Cc Dr. Judy Pritchett





6. Educational level and degrees received: Ph.D., Anthropology, SUNY Stony Brook  
B.A., Anthropology and Sociology, University of Michigan Ann Arbor

7. I presently hold the following appointments and elected positions:

Chair, Board Development, Detroit Artists Market August 2013

Title Appointment or Election Date

Chair, The Arts Day, Leadership Macomb June 2011

Title Appointment or Election Date

Title Appointment or Election Date

8. Previously held appointments and/or elected positions:

Henry Ford Macomb Healing Arts Committee 2008-2011

Title Dates Served

Kresge Arts in Detroit Advisory Council 2008-2011

Title Dates Served

Title Dates Served

9. Have you even been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

None.

10. Do you have a conflict of interest or a potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Macomb County? If so, list the interest (except where required for the appointment).

None.

11. List any family members who are or have been employed by Macomb County or are or have been elected to County offices.

None.

12. Is this an application for reappointment? Yes  No

If yes, how many years have you served on this board? Three

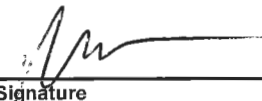
Please indicate your attendance record for the term(s) served 15 / 16  
No. of meetings attended      No. of meetings held

Comments/Clarification (only if necessary) \_\_\_\_\_

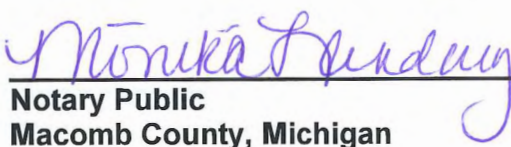
9. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Macomb County.

As a native of Macomb County with decades experience in nonprofit management and the arts, I have a strong interest as well as a personal commitment to ensuring that Macomb County's contract with the Detroit Institute of Arts is implemented to the benefit of all our county's citizens. My three years' service as Secretary of the Art Institute Authority have also taught me a great deal about civic process and the responsibilities of this authority, and I would like to further serve my friends and neighbors in the county.

I hereby apply for appointment to Macomb Art Institute Authority and do swear or affirm  
Board or Commission  
that (1) if appointed, I will comply with all statutory and other requirements and obligations of  
my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said  
appointed position; (3) I hold no position or appointment which is a conflict of interest with the  
appointed position applied for; and (4) to the best of my knowledge and belief, I possess the  
requisite qualifications for the office I am seeking.

  
\_\_\_\_\_  
Signature  
Jennifer Callans  
\_\_\_\_\_  
Name (Print or Type)

Subscribed and sworn to before me this  
24 day of April, 2015.

  
\_\_\_\_\_  
Notary Public  
Macomb County, Michigan

MONIKA L. ANDARY  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF MACOMB  
MY COMMISSION EXPIRES Nov 17, 2017  
ACTING IN COUNTY OF Macomb

My commission expires: 11/17/17

Note: Applicants may – but it is not required – attach additional information  
pertaining to this Application for Appointment if attachments do not exceed  
the maximum for each item listed below:

- Resume – up to one page
- Letter of Reference – up to two pages
- Letter of Intent – up to one page

The following is for Board Office use only:

Overseeing Committee: \_\_\_\_\_

Chair Review for Compliance: \_\_\_\_\_  
(Commissioner Sign-off)

(revised 02/09 pd)

**APPLICATION FOR APPOINTMENT  
MACOMB COUNTY BOARD OR COMMISSION**  
(Please note only legible applications can be considered)

I, Kathy Grenda, hereby make application for appointment to Macomb Art Institute Authority  
Name  
 \_\_\_\_\_ for 3 from May 1, 2015 -  
Name of Board or Commission Number of years Exact Dates of Appointment  
 to April 30, 2018.

**TO THE MACOMB COUNTY BOARD OF COMMISSIONERS:**

STATE OF MICHIGAN )  
   )ss  
 COUNTY OF MACOMB)

1. I reside at 45546 Limerick, Macomb Twp., MI 48044  
Street City Zip  
Macomb and have since 2004  
County

Mailing address if different than above: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell Phone: 313-460-3824

Email: kgrenda@comcast.net

2. I am at least 18 years of age: Yes  No

3. I am currently registered to vote: Yes  No

4. Citizen of USA  
Country

5. Employer: Macomb Comm College

Telephone: 586-286-2144

a. Indicate nature of your work: Teaching

b. Title: Adjunct Professor of Humanities

6. Educational level and degrees received: Master of Arts-Humanities; Bachelor of Arts-Psychology

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7. I presently hold the following appointments and elected positions:

Macomb County Art Institute Authority, Member May, 2012

Title	Appointment or Election Date
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Title	Appointment or Election Date
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Title	Appointment or Election Date
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8. Previously held appointments and/or elected positions:

President, Anton Art Center	2009-2010
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Title	Dates Served
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Trustee, Anton Art Center	2004-2009
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Title	Dates Served
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Title	Dates Served
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9. Have you even been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

no

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10. Do you have a conflict of interest or a potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Macomb County? If so, list the interest (except where required for the appointment).

no

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11. List any family members who are or have been employed by Macomb County or are or have been elected to County offices.

none

12. Is this an application for reappointment? Yes  No

If yes, how many years have you served on this board? Three

Please indicate your attendance record for the term(s) served 13 / 16  
No. of meetings attended      No. of meetings held

Comments/Clarification (only if necessary) \_\_\_\_\_

9. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Macomb County.

I have been a life-long supporter of the arts and its importance to the  
community and society at large. I have an MA degree in humanities,  
have taught humanities courses for approximately 15 years, regularly  
taking my students to experience the art of the DIA. I have been a  
member of the DIA for approximately 35 years an am familiar with it's art,  
programs and cultural importance. I have lived in Macomb County for close to 40 years.

I hereby apply for appointment to Macomb County Art Institute Authority and do swear or affirm  
Board or Commission  
that (1) if appointed, I will comply with all statutory and other requirements and obligations of  
my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said  
appointed position; (3) I hold no position or appointment which is a conflict of interest with the  
appointed position applied for; and (4) to the best of my knowledge and belief, I possess the  
requisite qualifications for the office I am seeking.

Katherine L. Grenda  
Signature

Katherine L. Grenda  
Name (Print or Type)

Subscribed and sworn to before me this  
28 day of APRIL, 2015.

Monika L. Andary  
Notary Public  
Macomb County, Michigan

MONIKA L. ANDARY  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF MACOMB  
MY COMMISSION EXPIRES Nov 17, 2017  
ACTING IN COUNTY OF macomb

My commission expires: 11/17/17

Note: Applicants may – but it is not required – attach additional information  
pertaining to this Application for Appointment if attachments do not exceed  
the maximum for each item listed below:

- Resume – up to one page
- Letter of Reference – up to two pages
- Letter of Intent – up to one page

The following is for Board Office use only:

Overseeing Committee: \_\_\_\_\_

Chair Review for Compliance: \_\_\_\_\_  
(Commissioner Sign-off)

(revised 02/09 pd)





## BOARD OF COMMISSIONERS

1 S. Main St., 9<sup>th</sup> Floor  
 Mount Clemens, Michigan 48043  
 586.469.5125 ~ Fax: 586.469.5993  
[www.macombBOC.com](http://www.macombBOC.com)

May 8, 2015

TO: Honorable Commissioners  
 FROM: Dave Flynn, Chairman  
 RE: Appointments to the Macomb Arts Authority

Public Act 296 (2010, MCL 123.1201) established the Macomb County Art Institute Authority (Macomb Arts Authority). Per the statute, there are seven members: two appointed by the County Executive; two appointed by the Board Chairman; three appointed by the County Executive with confirmation of the Board of Commissioners.

The purposes for which the Authority is organized are to support the operation of the Detroit Institute of Arts (DIA); enhance the world-class art collection of the DIA; contract for services to provide meaningful and educational experiences involving the appreciation of an encyclopedic art museum; and engage in activity and exercise any and all powers incidental and necessary for the accomplishment of the purposes of its formation.

Please be advised that I have appointed the following individuals to serve as the Board Chairman appointees to the Macomb Arts Authority:

- Edward A. Bruley, three year term
- Jennifer Nowaczok-Miller, two year term

Terms are per the recent amendments to the Articles of Incorporation of the Macomb Arts Authority.

I firmly believe these two highly-qualified individuals possess the expertise, background and skillset to serve as valuable members of the Authority and will commit the time and energy necessary to carry out their duties.

### MACOMB COUNTY BOARD OF COMMISSIONERS

David J. Flynn – Board Chair  
 District 4

Kathy Tocco – Vice Chair  
 District 11

Steve Marino – Sergeant-At-Arms  
 District 10

Andrey Duzyj – District 1

Marvin Sauger – District 2

Veronica Klinefelt – District 3

Robert Mijac - District 5

James Carabelli – District 6

Don Brown – District 7

Kathy Vosburg – District 8

Fred Miller – District 9

Bob Smith – District 12

Joe Sabatini – District 13

Application for Appointment or Re-Appointment to  
Macomb County Board/Commission

STATE OF MICHIGAN)  
)ss  
COUNTY OF MACOMB)

Name of Board/Commission to which appointment is being made:

Macomb Arts Authority

Term: 3 years; from 5-16-2015 (date/year) to 5-16-2018 (date/year)

1. Applicant Information

Name: Edward A Breuley

Residence Address: 38157 Radde

City, Zip Code: 48036 Clinton

County of Residence: Macomb

Mailing Address (if different than above):

Preferred Phone: 586 465 4252 -11

Email: edbreuley

Best method of contact: email or phone

2. I am at least 18 years of age:  Yes  No

3. I am currently registered to vote:  Yes  No

4. Citizenship: US

5. Employer: Retired

Employer Address:

Nature of your work:

Position:

6. Educational level, degree(s) received, other relevant certification or endorsements:

BA GRAND Valley University  
MA University of Windsor

7. I presently hold the following appointments and elected positions:

Title/Board-Commission: Mount Clemens Schools Trustee

Appointment/Election Date: 2013 - 2016

Title/Board-Commission:

Appointment/Election Date:

Title/Board-Commission:

Appointment/Election Date:

8. Previously-held appointments and/or elected positions:

Title/Board-Commission: Board of Commissioner

Dates Served: 2007 - 2010

Title/Board-Commission:

Dates Served:

Title/Board-Commission:

Dates Served:

9. Have you been convicted of a felony?  Yes  No

If yes, list each – provide date, nature of offense or violation, name and location of court, penalty imposed (if any) or the disposition of the case. A conviction will not automatically bar you from appointment.

[Empty box for listing convictions]

10. Do you have a conflict of interest or a potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc., with Macomb County? \*  
If so, please explain. \*Please reference the Macomb County Ethics Policy at [www.macombBOC.com](http://www.macombBOC.com).

NO

11. List any family members who are, or have been, employed by Macomb County or who have been elected to County offices.

brother Retired Road Commission

12. Is this an application for re-appointment?  Yes  No

If yes, how many years have you served on this board/commission?

Please indicate your attendance record for term(s) served:

Number of meetings attended  Number of meetings held

Comments/Clarification (if necessary)

13. Briefly indicate your qualifications for appointment to this specific board and the reason you believe your appointment will benefit Macomb County:

- 1 Will look out for the residents of Macomb County for financial and access to DIA.
2. Will try and make connections for Macomb County, groups and Residents.
3. Have been a long time member of both DIA & Anton Art Center.



14. Statement of Application to Board/Commission

I hereby apply for appointment and do swear or affirm that, (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointment position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking:

Signature: *Edward A Bruley*

Printed Name: Edward A Bruley

Date: April 28, 2015

Subscribed and sworn to before me this 28<sup>th</sup> day of April, 2015

*Patricia E. DIB*

Notary Public  
Macomb County, Michigan

My Commission expires: 10-05-2017

PATRICIA E. DIB  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF MACOMB  
My Commission Expires October 5, 2017  
Acting in the County of Macomb

Note to Applicants: You may – but it is not required – attach additional information pertaining to this Application for Appointment as long as attachments do not exceed the maximum for each item listed below:

- Resume – up to one page
- Letter of Reference – up to two pages
- Letter of Intent – up to one page



6. Educational level and degrees received: Bachelor of Arts with Honors- University of Michigan  
Juris Doctor- University of Michigan

7. I presently hold the following appointments and elected positions:

Precinct Delegate	August, 2014
Title	Appointment or Election Date
MDP State Central	February, 2015
Title	Appointment or Election Date
Title	Appointment or Election Date

8. Previously held appointments and/or elected positions:

Turning Point Board of Directors	2003-2009
Title	Dates Served
9th District Executive Board	
Title	Dates Served
Title	Dates Served

9. Have you even been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

No

10. Do you have a conflict of interest or a potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Macomb County? If so, list the interest (except where required for the appointment).

No

11. List any family members who are or have been employed by Macomb County or are or have been elected to County offices.

Fred Miller- Husband (County Commissioner)

Kay Nowaczok- Mother (Michigan Works)

12. Is this an application for reappointment? Yes  No

If yes, how many years have you served on this board? \_\_\_\_\_

Please indicate your attendance record for the term(s) served \_\_\_\_\_ / \_\_\_\_\_  
No. of meetings attended No. of meetings held

Comments/Clarification (only if necessary) \_\_\_\_\_

9. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Macomb County.

Please see attached.



I hereby apply for appointment to Macomb Arts Authority and do swear or affirm  
Board or Commission  
that (1) if appointed, I will comply with all statutory and other requirements and obligations of  
my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said  
appointed position; (3) I hold no position or appointment which is a conflict of interest with the  
appointed position applied for; and (4) to the best of my knowledge and belief, I possess the  
requisite qualifications for the office I am seeking.

Signature

Jennifer Nowaczok-Miller  
Name (Print or Type)

Subscribed and sworn to before me this  
21st day of April, 2015.

John Rahm  
Notary Public  
Macomb County, Michigan

My commission expires: 4-6-2020

Note: Applicants may – but it is not required – attach additional information  
pertaining to this Application for Appointment if attachments do not exceed  
the maximum for each item listed below:

- Resume – up to one page
- Letter of Reference – up to two pages
- Letter of Intent – up to one page

The following is for Board Office use only:

Overseeing Committee: \_\_\_\_\_

Chair Review for Compliance: \_\_\_\_\_  
(Commissioner Sign-off)

(revised 02/09 pd)

I am writing to humbly express my interest in the vacancy currently on the Macomb Arts Authority. I am a lifelong resident of Macomb County who has a passion for the arts and a passion for bringing the arts to Macomb County and the people of Macomb County to the arts. I believe that working on behalf of Macomb County to support the operation of The Detroit Institute of Arts (DIA) would be a great honor and a wonderful way to serve the community. As the mother of two daughters, I am honored to see firsthand the difference the arts bring to our children and the way that true art teaches children not only about the world but themselves. I want to volunteer my time to work so that all Macomb County residents are able to experience the value of the DIA.

I have a wide range of experiences that I believe would make me a valuable asset to this Board as listed on my application. Even more importantly however, I am someone who once they make a commitment follows through and works hard to serve. I believe my background, passion and work ethic would serve Macomb County well if I were to be selected for the Macomb Arts Authority.

Thank you for your consideration.



## BOARD OF COMMISSIONERS

1 S. Main St., 9<sup>th</sup> Floor  
 Mount Clemens, Michigan 48043  
 586.469.5125 ~ Fax: 586.469.5993  
 www.macombBOC.com

**May 7, 2015**

**TO: BOARD OF COMMISSIONERS**

**FROM: FRED MILLER, CHAIR, FINANCE COMMITTEE**

**RE: RECOMMENDATIONS FROM MEETING OF 5-7-15**

At a meeting of the Finance Committee, held Thursday, May 7, 2015, the following recommendations were made and are being forwarded to the May 14, 2015 Full Board meeting for approval:

### **1. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A motion was made by Vosburg, supported by Smith, to recommend that the Board of Commissioners approve the contract with CMI, A York Risk Services Company, Inc., in the amount of \$242,158; the term of this contract is three years, 6-1-2015 through 5-31-2018; further, a copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive. **THE MOTION CARRIED.**

### **2. COMMITTEE RECOMMENDATION – MOTION (SEE ATTACHED)**

A motion was made by Flynn, supported by Sauger, to recommend that the Board of Commissioners approve the contract with Safety National Casualty Corporation for Excess Workers' Compensation Insurance in the amount of \$287,126 (\$143,563 annually for two years); the term of this contract is from 5-1-2015 through 5-1-2017; further, a copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive. **THE MOTION CARRIED.**

**A MOTION TO ADOPT THE COMMITTEE REPORT WAS MADE BY CHAIR MILLER, SUPPORTED BY VICE-CHAIR BROWN.**

### **MACOMB COUNTY BOARD OF COMMISSIONERS**

David J. Flynn – Board Chair	Kathy Tocco – Vice Chair	Steve Marino – Sergeant-At-Arms		
Andrey Duzyj – District 1	Marvin Sauger – District 2	Veronica Klinefelt – District 3	Robert Mijac - District 5	James Carabelli – District 6
Don Brown – District 7	Kathy Vosburg – District 8	Fred Miller – District 9	Bob Smith – District 12	Joe Sabatini – District 13



# MACOMB COUNTY, MICHIGAN

Resolution Number:	Full Board Meeting Date:
	05/14/2015

## RESOLUTION

Resolution to:
<p>Approve the contract with CMI, A York Risk Services Company, Inc., in the amount of <del>\$242,098.00</del>.                  The term of this contract is three (3) years, 6/1/2015 through 5/31/2018. <span style="float: right;">\$242,158*</span></p> <p>*At the 5-7 Finance Committee meeting, a friendly amendment was made: replace figure of \$242,098 with \$242,158, which is the amount reflected in the contract.</p>

Introduced By:
Fred Miller, Finance Committee Chairperson

Additional Background Information (If Needed):
<p>The County is required to maintain it's self-insured Workers' Compensation Program so that it's compliant with State of Michigan mandates. This TPA contract will ensure the County's ability to meet all State mandates while providing valuable professional services to our HR/LR Department.</p>

Committee	Meeting Date
Finance	5-7-15 <del>05/13/2015</del>
Full Board	5-14-15



# MACOMB COUNTY, MICHIGAN

Resolution Number:	Full Board Meeting Date:
	05/14/2015

## RESOLUTION

Resolution to:
<p>Approve the contract with Safety National Casualty Corporation for Excess Workers' Compensation Insurance in the amount of \$287,126.00 (\$143,563 annually for two (2) years). The term of this contract is from 5/1/2015 through 5/1/2017.</p>

Introduced By:
<p>Fred Miller, Finance Committee Chairperson</p>

Additional Background Information (If Needed):
<p>The County is required by statute to purchase Excess Workers' Compensation Insurance each year in order to qualify as a self-insured with the State of Michigan. This insurance policy fulfills this yearly obligation for the next two (2) years.</p>

Committee	Meeting Date
Finance	5-7-15 <del>05/13/2015</del>
Full Board	5-14-15