

Draft

**Tuscola County Board of Commissioners
Committee of the Whole
Monday, February 8, 2021 – 8:00 A.M.**

**Electronic remote meeting will be implemented for this meeting,
in accordance with the Department of Health and Human Services Emergency
Order Under MCL 333.2253 – Gathering Prohibition and Mask Order and
Public Act No. 254 of 2020.**

Roll Call - Clerk Jodi Fetting

Commissioners Present Virtual:

District 1 - Thomas Young - Columbia Township, Tuscola County, State of Michigan

District 2 - Thomas Bardwell - Ellington Township, Tuscola County, State of Michigan

District 3 - Kim Vaughan - Lake County, State of Florida (excused at 11:32 a.m.)

District 4 - Douglas DuRussel - Tuscola Township, Tuscola County, State of Michigan

District 5 - Daniel Grimshaw - Vassar Township, Tuscola County, State of Michigan

Commissioner Absent - None

Also Present Virtual:

Clerk Jodi Fetting, Clayette Zechmeister, Eean Lee, Tracy Violet, Brian Neuville, Sandy Nielsen, Wayne Koper, Patrick Wood, Treasurer Ashley Bennett, Mike Miller, Darcie DiBasio, Debbie Babich, Steve Erickson, Heidi Chicilli, Joanne Montgomery, Mary Drier, Bob Baxter, Steve Anderson, Representative Phil Green, Garrett Smith, Debbie Mika, Sheriff Glen Skrent, Richard Clement, Steve Root

At 8:11 a.m., there were a total of 29 participants attending the meeting.

New Business - continued below

1. Media Board Representation: CCO Role and Responsibility (continued below) - Commissioner Bardwell reviewed the needs for having a Public Information Officer (PIO) for the county and the importance of communication amongst the Board members and the Controller/Administrator.
2. State Land Bank: Communication: Review and Protocol Forward (continued below) - Board reviewed the timeline of events with the State Land Bank regarding the acquisition of the state land near the Caro Center.

County Updates

-Legislative Updates - State Representative Phil Green provided an update that the Legislature has met for the first time this session, pending legislation that will be introduced this upcoming year, that he is working with Clerks to get their input on election reform and state revenue sharing.

New Business - continued from above and continued below

1. Media Board Representation: CCO Role and Responsibility (continued) - Commissioner Grimshaw feels that there needs to be an explanation of the difference in the roles of the spokesperson for the Board and the spokesperson for the County.
2. State Land Bank: Communication: Review and Protocol Forward (continued) - Commissioner Grimshaw questioned if Brownfield Development funding was applied for to remove the buildings on the state land property. Board will wait for Steve Erickson to answer that question.
3. MDI Log: Use with ME Update and Recognition Received - Clayette Zechmeister reviewed communication received regarding the Medical Investigators and how they assist the Gift of Life program. Board discussed the Medical Investigators having access to iPads which allows them to communicate quickly to the Gift of Life Michigan program.
4. Video and Recording of County Meeting - Board discussed the request that was received to record and archive the recordings of the Board meetings. The Board does not have interest in pursuing the option.

Old Business

1. State Land Bank Land Acquisition Overview: From inception to current Board Review - Steve Erickson briefly referenced this earlier in the meeting under New Business.
2. State Land Bank Chronological Order Timeline - Information was provided in the Board agenda packet.
3. Purchase Agreement: State Land Bank Authority Update
 - a. Board Resolution 2020-7
-Board reviewed and discussed the proposed purchase agreement for the property. Matter to be placed on the Consent Agenda.
4. Organizational Rules Update and review (11.1 specifically) - See Item 5 regarding Section 11.1. Commissioner Bardwell referenced Section 6.4: Public Comment and requested input from the Board on if a time limit should be adopted to the section.
5. Conflict of Interest Policies – Review/Suggestions for Potential Adoption - Clayette Zechmeister included Tuscola Behavioral Health's conflict policy as well as policies received from other counties. Board discussed the potential of adopting a county policy rather than a policy addressing just the Commissioners. Board would like the matter to be presented to the County Attorney for preparation of a county policy for Tuscola County.
6. Commissioner Liaison Committee Contact - Information Still Needed - Board discussed the matter and Clerk Fetting offered to assist Angie House with contact information that the Clerk's Office may have on file. Commissioner Bardwell has been appointed to the MAC Finance Committee and Commissioner

DuRussel will follow up to see if he was appointed to the MAC Judiciary Committee.

Finance/Technology
Committee Leader Commissioner Young
Commissioner DuRussel

Primary Finance/Technology - Continued below

1. Request for Budget Amendment for Extra Home Delivered Meals - Brian Neville, Human Development Commission (HDC), reviewed the current number of meals that have been delivered during the pandemic and how they are providing a drive through option as well. Brian reviewed how the amount requested for the increase in funding was determined. Matter to be placed on the Consent Agenda.

New Business - continued from above

5. Request to Add Position – Ashley Bennett, County Treasurer, explained changes in legislation that has added additional responsibilities to the Treasurer’s Office regarding the foreclosure process of properties. Treasurer Bennett is requesting an additional full-time staff person to that office due to the adoption of Public Acts 255 and 256. Matter discussed at length. Matter to be placed on Thursday’s agenda.

Primary Finance/Technology - Continued from above and continued below

2. Recycling Budget Amendment Request - Mike Miller, Building and Grounds Director, explained the proposed budget reduction requests presented in the Board agenda packet.
3. G2G Cloud Solutions I.T. Service Agreement Amendment - Eean Lee, Chief Information Officer, explained the amended agreement which was included in the Board agenda packet. Matter to be placed on the Consent Agenda.
4. Budget Amendment Request/Purchase Use of Fund Balance - Clayette Zechmeister presented the request for the 2021 budget as the request was originally presented in 2020 but the purchase was not completed. Matter to be placed on the Consent Agenda.
5. Request for Budget Amendment – Planning Commissioner Budget - Clayette Zechmeister presented the request for training for two Planning Commission members. Clayette Zechmeister will make a line item adjustment from the travel line item to a training line item.

Commissioner Vaughan excused at 11:32 a.m.

New Business - continued from above and continued below

2. State Land Bank: Communication: Review and Protocol Forward (continued) - Steve Erickson provided an update on the Brownfield Grant that was applied for and that funds within the grant were to be dedicated to removal of buildings on the state land being acquired near the Caro Center. Board discussed the matter. The matter is to be referred to the Buildings and Grounds Committee. Steve Erickson will schedule a meeting with Jim Tischler, Commissioner Grimshaw and Commissioner DuRussel. Steve Erickson to remain the lead contact with the State Land Bank.

Primary Finance/Technology - Continued from above

6. LEPC Application for Hazardous Materials Emergency Preparedness Grant - Clayette Zechmeister explained to the Board that Steve Anderson is submitting a grant application and will provide an update if the grant is approved.
7. RFP for Building Codes Update & Discussion - Board discussed matter during the Recycling Budget Amendment Request (Item 2). Matter to be placed on the Committee of the Whole meeting on February 22, 2021.
8. Recycling Center Indirect Costs (matter added) - Commissioner Grimshaw referenced indirect costs that were charged to the Recycling Center Budget for time that members of the Maintenance team worked there to aid in saving costs to the county. Board discussed how indirect services are billed out of the various county millages. Clayette will provide a copy of the last two years of the Cost Allocation Plan (CAP) plan to the Commissioners. Commissioner Grimshaw and Commissioner DuRussel will serve on a special sub-committee to work on this project.

**On Going and Other Finance and Technology
Finance**

1. Fund Balance History Reports
2. Preparation of Multi-Year Financial Planning

Technology

1. GIS Update
2. Increasing On-Line Services/Updating Web Page
 - a. County Resolutions Website Addition

Building and Grounds
Committee Leader Commissioner Grimshaw
Commissioner DuRussel

Primary Building and Grounds

1. State Police Lease Proposal – Mike Miller, Building and Grounds Director, reviewed the proposed lease that he would like to present to the State of

Michigan for review. Board discussed the matter. Matter to be placed on the Consent Agenda.

2. RFP for Storage Space Update & Discussion - Mike Miller provided an update that the RFP has been distributed and the bids are due back by March 5, 2021.
3. Bids for Pool Vehicles - Mike Miller opened the received bids.
 - a. Jorgensen Sales, Detroit, Michigan
Ford Edge - Purchase \$28,500.00 per vehicle; Lease \$470.63/ month, 36 months with \$0 due at signing per vehicle.
Ford Escape - Purchase \$23,500.00 per vehicle; Lease \$459.77/month, 36 months with \$224.77 due at signing per vehicle, 10,500 miles per year.
 - b. Moore Motors, Caro, Michigan
2020 Ford Edge - Purchase \$28,747.00 per vehicle; Lease \$358.00/month, 36 month lease with \$0 due at signing per vehicle, 10,500 miles per year.
 - c. John Jones Police Pursuit Vehicle, Salem Indiana
2020 Dodge Durango - \$33,233.00 per vehicle; 3-year installment payment plan for 2 vehicles with each installment to be in the amount of \$24,457.00 per year.
2021 Dodge Durango - \$29,708.00 per vehicle; 3-year installment payment plan for 2 vehicles with each installment to be in the amount of \$21,955.69 per year.
 - d. Signature Ford, Owosso, Michigan
2021 Ford Explorer \$29,525.50 per vehicle; 3-year installment payment plan for 2 vehicles with the installment amounts of \$20,869.43, \$16,074.83 and \$13,222.65.
 - e. Bell Wasik, Caro, Michigan
GMC Terrain - \$30,495.00 per vehicle with no lease option provided.
4. Bids for Animal Control Furnace -
 - a. Burkhart Plumbing and Heating, Bad Axe, Michigan
Furnace and Air Conditioning Unit - \$5,290.00
 - b. Doty Mechanical, Lansing Michigan
Furnace and Air Conditioning Unit - \$6,090.00

On Going and Other Building and Grounds

1. State Police Building-Water and Annexation

Personnel

Committee Leader Commissioner Grimshaw
Commissioner Vaughan

Primary Personnel

1. County Building Public Access Status Update
 - a. Concerns or issues moving forward with latest directives

-Purdy Building is open to the public and all seems to be going well.
Board room is ready for in-person meetings when they are allowed again.

On-Going and Other Personnel

1. MAC 7th Meeting Updates - Commissioner Bardwell stated a communication has been sent out regarding an upcoming meeting and awaiting on responses.
2. Workman's Comp Updates
3. Safety Committee's

Other Business as Necessary

1. Formation of Legislative Committee with Commissioners and Possibly Huron County - Waiting for further information before making a decision on if moving forward.
2. Wayne Koper: Resolution for Consideration - Wayne Koper read two prepared statements and the resolution he proposed for consideration and adoption. Board did not take any action on the resolution.

On-Going Other Business as Necessary

1. Animal Control Ordinance - No updates at this time.

At 1:22 p.m., there were a total of 24 participants attending the meeting.

Public Comment Period -

-Wayne Koper submitted comments in the chat thread during the virtual meeting and he would like those included in the record and will submit a FOIA request for those.

-Bob DeCoe expressed his appreciation for a well-organized vaccination clinic conducted by the Health Department. Mr. DeCoe asked if the additional funding payments have been released to assist small businesses. Also, he stated that he appreciated when the Board asked the tough questions and drilled down to the answer regarding the state land acquisition. Mr. DeCoe expressed his appreciation for Clerk Fetting and her efforts during the 2020 election cycle.

-Eean Lee informed the Board that Wayne Koper took his video down when requested by the Board Chair so that Eean Lee did not have to turn the video off. Also, Eean referenced the Google Meet chat requested by Wayne Koper as the chat is not retained once the meeting is closed.

-Commissioner Grimshaw referenced that public comment is kept when verbally offered by an individual during the public comment period not what is submitted outside of that.

-Clerk Fetting supported Commissioner Grimshaw regarding public comment.

-Commissioner DuRussel reminded the Commissioners of the meeting today regarding the Murphy Lake dam.

Motion by Young, seconded by Grimshaw to adjourn the meeting at 1:53 p.m. Roll Call Vote: Young - yes; Vaughan - absent; DuRussel - yes; Grimshaw - yes; Bardwell - yes. Motion Carried.

Meeting adjourned at 1:53 p.m.

Jodi Fetting
Tuscola County Clerk

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