



MINUTES

Committee of the Whole Meeting

8:00 AM - Monday, April 10, 2023

H.H. Purdy Building Board Room, 125 W. Lincoln St., Caro, MI 48723

Commissioner Bardwell called the regular meeting of the Committee of the Whole of the County of Tuscola, Michigan, held at the H.H. Purdy Building Board Room, 125 W. Lincoln St., Caro, MI 48723, on Monday, April 10, 2023, to order at 8:00 AM local time.

Roll Call - Clerk Fetting

Commissioners Present In-Person: Thomas Young, Thomas Bardwell, Bill Lutz, Matt Koch

Commissioners Absent: Kim Vaughan

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Clayette Zechmeister, Mike Miller, Steve Anderson, Jon Ramirez, Angie Daniels, Larry Zapfe, Register Marianne Brandt, Jerry Johnson, Katie Cooper, Tanya Pisha

Also Present Virtual: Tracy Violet, Amanda Ertman, Cristi Smith, Don Derryberry, Barry Lapp, Mary Drier, Mark Haney, Mary Drier, Dara Hood, Cindy McKinney-Volz, Tim Green, Tuscola GOP, Kate Curtis, Debbie Babich, Renee Francisco, Echo Torrez, Sheriff Glen Skrent, Bob Baxter, Mitchell Holmes, Treasurer Ashley Bennett, Carrie Tabar

At 8:15 a.m., there were a total of 23 participants attending the meeting virtually.

County Updates

None

New Business

1. 2023 Tuscola County Equalization Report - Angie Daniels, Equalization Director, presented the 2023 Equalization Report. Matter to be placed on the Consent Agenda.
2. 2022 Annual Report Mosquito Abatement Department - Larry Zapfe, Mosquito Abatement Director, presented the 2022 Annual Report. Matter to be placed on the Consent Agenda.
3. Mosquito Abatement Equipment Request - Larry Zapfe, Mosquito Abatement Director, explained the equipment request for a new pressure washer. Matter to be placed on the Consent Agenda.

4. Michigan State University Extension (MSUe) 2022 Annual Report -
Jerry Johnson, District 10 Director, and Katie Cooper, 4-H Program Coordinator, presented the Michigan State University Extension (MSUe) 2022 Annual Report for Tuscola County. Matter to be placed on the Consent Agenda.
5. Authority Board Review -
Jon Ramirez, Dispatch Director, presented regarding the Dispatch Authority Board. He presented regarding who the membership on the Authority Board, the scope of authority of the Authority Board and the need to adopt updated bylaws. Matter to be placed on Thursday's agenda.
6. 2022 Dispatch Annual Report -
Jon Ramirez, Dispatch Director, presented the 2022 Dispatch Annual Report. Matter to be placed on the Consent Agenda.
7. Central Dispatch Firewall Upgrade -
Jon Ramirez, Dispatch Director, explained the proposed upgrade of the firewall at Dispatch. Matter to be placed on Thursday's agenda.
8. Travel-Meal Policy Review for Potential Revision -
Renee Francisco, Financial Coordinator, presented the current policy and possible changes to the policy. Matter to be placed on Thursday's agenda.
9. Recessed at 10:10 a.m.
Reconvened at 10:19 a.m.
At 10:19 a.m., there were a total of 20 participants attending the meeting virtually.

Old Business

1. Jail Health Proposal from Advanced Correctional Health Care -
Matter to be placed on Thursday's agenda.

Finance/Technology

Primary Finance/Technology

1. Wind Escrow Updates -
Clayette Zechmeister, Controller/Administrator, provided an update on the Escrow account. Meetings have been happening with Consumers Energy in order to resolve regarding safety and security.
2. 2023 Budget Adjustments for Overtime and Per Diems -
Clayette Zechmeister, Controller/Administrator, explained there were some errors in the preparation of the 2023 budget in various lines items which were detailed. Matter to be placed on the Consent Agenda.
3. March 2023 Financial Report -
Deborah Babich, Fiscal Personnel Analyst, presented the financial reports.

On-Going and Other Finance

None

On-Going and Other Technology

Eean Lee, Chief Information Officer, provided an update regarding the implementation of the phone system. Also, CIO Lee is participating in a full-scale exercise.

Building and Grounds

Primary Building and Grounds

1. Bids for the Health Department Rooftop Heating, Ventilation, and Air Conditioning (HVAC) Replacements -
Mike Miller, Director of Building and Grounds, opened the bids received for the project.

Doty Mechanical, Lansing, Michigan - \$36,150.00

Johnson Controls, Saginaw, Michigan - \$38,765.00

Director Miller will review the bids and bring back a recommendation on Thursday.

2. Bids for the Jail Mini-Split Heating, Ventilation, and Air Conditioning (HVAC) for the Report Room and Conference Room -
Mike Miller, Director of Building and Grounds, opened the bid received for the project.

Johnson Controls, Saginaw, Michigan - \$19,760.00

Director Miller will review the bid and bring back a recommendation on Thursday.

On-Going and Other Building and Grounds

-Jail Millage - Clayette Zechmeister, Controller/Administrator, provided an update that a meeting has been scheduled for Thursday, April 13, 2023 with the Sheriff and Attorney John Axe.

Personnel

Primary Personnel

1. Promotion of Grace Mosher to Chief Deputy Register of Deeds -
Marianne Brandt, Register of Deeds, presented that she has selected to appoint Grace Mosher as the Chief Deputy Register. Matter to be placed on Thursday's agenda.

2. Promotion of Rachel Chaney Ruiz from Part-time Account Clerk II to the Vacant Full-Time Account Clerk III -
Marianne Brandt, Tuscola County Register of Deeds, presented the request to promote Rachel Chaney Ruiz. Matter to be placed on Thursday's agenda.

On-Going and Other Personnel

None

Other Business as Necessary

1. SAFEbuilt Meet and Greet Reminder - Monday, April 10, 2023 from 11:00 a.m. - 2:00 p.m. at the State Street Square Pavilion.
2. People's State Bank Building - Commissioner Young asked if that would be the name of the building moving forward. Matter discussed.
3. Parks and Recreation Commission Appointment -
Clerk Fetting stated that there were four applications received for two vacant seats on the Parks and Recreation Commission. One seat expires on December 31, 2023 and one seat expires on December 31, 2024. Matter to be placed on Thursday's agenda.

At 10:51 a.m., there were a total of 20 participants attending the meeting virtually.

Public Comment Period

None

Adjournment

Motion by Bill Lutz, seconded by Matt Koch to adjourn the meeting at 10:55 a.m. Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO