

Draft
Tuscola County Board of Commissioners
Committee of the Whole
Friday, February 11 2019 – 8:02 A.M.
HH Purdy Building - 125 W. Lincoln, Caro, MI

Commissioners Present: District 1 - Thomas Young, District 2 - Thomas Bardwell, District 3 - Kim Vaughan (via Google Hangouts), District 4 - Mark Jensen, District 5 - Daniel Grimshaw (arrived at 8:05 a.m.)

Absent: None

Also Present: Mike Hoagland, Clerk Jodi Fetting, Mike Miller, Eean Lee, Tisha Jones-Holubec, Nancy Laskowski, Tom McGough, Carmel Pattullo, Richard Peterhans, Lisa Geiger, Steve Erickson, Jim McLoskey, Sheriff Glen Skrent, John Kieliszekski, Jodie Kieliszekski, Clayette Zechmeister, Sandy Nielsen, Lieutenant Brian Harris, Jim Tussey, Shelly Lutz, Mary Brissette, Drain Commissioner Bob Mantey, Eileen Doering, Leigh Nancy, Ken Hecht

Finance/Technology
Committee Leaders-Commissioners Young and Jensen

Primary Finance/Technology

- 1. Economic Development Corporation (EDC) Activity Update, Attendance, Terms of Office and Areas of Representation** – John and Jodie Kieliszekski, Bee Lovely Botanicals, explained what their business does. They recently received a small business award. Steve Erickson provided an update of the Quality Roast business project. Steve also provided an update on various other projects. The make-up of the EDC Board was reviewed and discussed.
- 2. Update Regarding 2018 Audit (Comprehensive Annual Financial Report)** – Clayette Zechmeister provided an update with the progress that has been accomplished with the new auditing firm.
- 3. Need for Psychological Services for Jail Inmates** - Mike Hoagland reviewed the situation of a shortage of psychological service that is being experienced by the Sheriff's Department. Sheriff Skrent and Lieutenant Harris provided insight as to the challenges. Commissioner Grimshaw provided insight from serving on the Behavioral Health System Board. Sheriff Skrent will continue to gather further information and come back to the Board if necessary.
- 4. Payment for Additional Schellenbarger Engineering Services** - Mike Hoagland provided an update regarding the conference call that was held in reference to providing water to the Caro Center. Further update to be provided at Thursday's Board meeting.
- 5. Medical Examiner System** - Mike Hoagland reviewed the various requests made that would require an amended 2019 Medical Examiner budget to be completed.
- 6. CLEMIS Road Patrol Software – Impacts on Local Police Departments** - Eean Lee provided a review of the proposed software change and the potential impacts. Matter to be placed on Thursday's agenda for further discussion.

On-Going and Other Finance

Finance

1. Work with MREC to Resolve Remaining Assessing/Taxation Disputes with Wind Turbine Companies - Mike Hoagland provided an update regarding a Senate Bill that has been introduced.
2. Providing Water to Caro Regional Center
3. Water Rates Paid for County Facilities Along M24 and Deckerville Roads
4. Opioid Lawsuit
5. State Assessing Changes
6. Prepare of Updated Multi-Year Financial Plan
7. Update Wind Turbine Revenue Information
8. Continue Review of Road Commission Legacy Costs
9. 2018 Comprehensive Annual Report Development
10. Convert to New State Chart of Accounts
11. 2020 Budget Development
12. Second Year MIDC Plan and Budget
13. Determine if any Drain Bonds can be Retired Early or Refinanced
14. Property and Liability Insurance Renewals - Renewal should be coming soon.

Technology

1. New Kronos Time Attendance and BSA Finance/General Ledger Software - Project is moving slower than expected.
2. Animal Control Camera and Other Security
3. New Server and Network Storage Capacity
4. Jail Live Scan Scanner
5. CLEMIS Road Patrol Software - Discussed in primary finance.
6. GIS Update
7. Increasing Online Services
8. Updating County Web Page
9. Implementation of New Computer Aided Dispatch System

Recess at 10:09 a.m.

Reconvened at 10:22 a.m.

Personnel

Committee Leader-Commissioner Vaughan and Bardwell

Primary Personnel

1. **Updating Animal Control Ordinance** - Mike Hoagland provided an update in the process of reviewing the current ordinance.
2. **Video Conferencing MAC for Updates** - Deana Bosworth feels this would be a possibility just the logistics need to be worked out. There is still interest in continuing the MAC District 7th meeting.

3. **Request to Appoint Dara McGarry to the Deputy Drain Commissioner Position -** Drain Commissioner Mantey explained his request and reasons for changing his original request. Step increase was discussed. Matter to be placed on the Consent Agenda.
4. **Potential Filling of Account Clerk III Position in Drain Commission Office -** Interviews have been completed and a candidate has been selected. Matter to be placed on Thursday's Board Agenda if the candidate accepts. Board discussed
5. **Replacing Retiring Controller/Administrator -** Mike Hoagland provided a draft timeline and proposed guidelines to replace his position. Board discussed options including having a recruiting firm provide assistance. Matter to be placed on Thursday's agenda.
6. **Scheduling a MAC 7th Meeting to Determine if Organization will Continue -** Matter discussed earlier in the meeting.
7. **Obtaining Quorums at Parks and Recreation Commission Meetings -** Matter discussed regarding the quorum at the meeting. Mike Hoagland will contact Robert McKay regarding adjusting meeting time to allow increased participation.
8. **Appointment to the Region VII Area Agency on Aging -** Matter to be placed on the Consent Agenda.
9. **Discussion of Various Procedural and Policy Matters -** Board would like Deb Babich to begin a review process of the County Policy.
 - **Board Rules of Order**
 - **Consent Agenda -** Board discussed.
 - **Claims Docket**
 - **Debit Card Policy**
 - **Drug Policy -** Board discussed.
 - **Hiring Freeze**
 - **Purchase of Service Time in MERS**
 - **Procedures to Update County Policies**

On-Going and Other Personnel

1. Review of Potential Policy Regarding Employment of Relatives
2. Negotiation of Expiring Union Contracts – Setting Financial and Other Objectives
3. Strengthen and Streamline Year-End Open Enrollment
4. Evaluate Potential Training Programs
5. Start the Development of Pay Grade Schedule and Updated Job Descriptions

Building and Grounds

Committee Leaders-Commissioners Jensen and Grimshaw

Primary Building and Grounds

1. **Maintenance Department Uniform Contract -** Mike Miller expects the cost of the contract to decrease. Matter to be placed on the Consent Agenda.

On-Going and Other Building and Grounds

1. County Jail Study Committee – Development of a Concept Plan and Other County Millage Information - Mike Hoagland will get a copy for Commissioner Grimshaw.
2. Cass River Greenways – Robert McKay to bring Information to a March Meeting
3. Complete Formation of County Land Bank

4. County Physical and Electronic Record Storage Needs – Potential Use of Recycling Pole Building
5. County Property Ownership Inventory
6. Review of Alternative Solutions Concerning the Caro Dam
7. Sidewalk Improvements and Parking Lot Sealing
8. Purdy Building Awning, Sign and Stucco Repairs
9. Jail Entrance Step and Ceiling Tile
10. State Police Post Water Tank Inspection, Sidewalk and Parking Lot Repairs
11. Potential Sale of Certain County Properties
12. New Septic System at Vanderbilt Park and Vegetation Clearing
13. Health Department Painting, Animal Control Ceiling and Court Windows
14. Recycling Soil Removal and Construction

Other Business as Necessary

1. Methods of Providing Dental Care to Indigent
2. Elected Versus Appointed Road Commissioners
3. Work with DTE and Others to Solve Increasing Energy Demands in the County
4. Update County Policies and Place on County Website
5. Review and Update Animal Control Ordinance as Necessary

Public Comment Period -

-Nancy Laskowski - Nancy asked the Board if the Board had a certain timeframe that policies are regularly reviewed. Also, there are turbine projects being proposed near airports in Kalamazoo and Mt. Pleasant areas. Nancy wanted to verify if an application was received for a permit. Clerk Fetting stated an application has been received and provided to Michael Yates. Also discussed, was the height of the water tower at the Regional Center and if it would be able to be increased.

-Jim Tussey - Jim asked the process of notifying the proper parties when an application is received. He asked the Board to work together with the Zoning Administrator during this process to encourage the proper steps are being taken. It was recommended to get an engineering firm involved.

-Mike Pattullo - Mike expressed how valuable the airport is to his employer and clients.

-Ken Hecht - Ken questioned if there would be a public hearing on the application and if Mr. Yates has access to the county attorney. Ken thanked the Board for listening.

-Eileen Doering - Eileen thanked the Board for their consideration today.

-Tom McGough - Tom asked the Board to table the matter for further legal opinion.

-Richard Peterhans - Richard has recently been appointed to the Juniata Township Planning Commission. Thanked the Board for their time and consideration of the matter.

Meeting adjourned at 12:20 p.m.

Jodi Fetting
Tuscola County Clerk