

**Tuscola County Board of Commissioners
Committee of the Whole
Monday, April 12, 2021 – 8:00 A.M.**

**Electronic remote access will be implemented for this meeting,
in accordance with Tuscola County Board of Commissioners 2021-07
Declaration of a Local State of Emergency related to COVID-19**

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 – Fremont Township, Tuscola County, State of Michigan
(excused at 12:58 p.m.)

District 4 - Douglas DuRussel - Tuscola Township, Tuscola County, State of Michigan
(joined at 8:27 a.m.)

District 5 - Daniel Grimshaw - Vassar Township, Tuscola County, State of Michigan
(excused at 12:07 p.m.; re-joined at 1:55 p.m.)

Commissioner Absent - None

Also Present Virtual:

Clerk Jodi Fetting, Clayette Zechmeister, Eean Lee, Tracy Violet, Mary Drier, Mark Haney, Steve Anderson, Mike Miller, Lisa Ozbat, Heidi Chicilli, Tip MacGuire, Treasurer Ashley Bennett, Angie Daniels, Sandy Nielsen, Barbara Klimaszewski, Jessica VanHove, Jana Brown, Debbie Babich, Dr. Mark Hamed, Steve Erickson, Adam Flory, Sandy Erskine, Chris Hamilton, Kim Brinkman, Amanda Kohl, Cody Horton, Louie Smith, Eric Morris, Michael Rolando, Leigh Nacy, Matt Brown, Barry Lapp, Cindy McKinney-Volz, Shelly Lutz, Register John Bishop, Garrett Smith

At 8:17 a.m., there were 35 participants attending the meeting.

Adoption of Agenda – Board discussed agenda and added a couple of matters as agreed to by the Board.

County Updates

Dr. Mark Hamed M.D, MBA. MPH Medical Director for Tuscola, Huron, Sanilac and Lapeer and DH#2 County Health Departments – An update regarding COVID-19, the UK variant and the number of positive cases in the Thumb area was provided. Also discussed, was the symptoms being experienced by people that have tested positive as well as symptoms that long haulers are experiencing.

New Business

1. Michigan Indigent Defense Commission (MIDC) Fiscal Year 2022 Compliance Plan Review – Michael Rolando explained the plan as it is similar to the previous year. He is requesting Board approval. Matter to be placed on the Consent Agenda.
2. Michigan Indigent Defense Commission (MIDC) Budget Comparisons from 2021 to 2022 – Clayette explained this was provided for information for the Commissioners. No action required.
3. 2021 Tuscola County Equalization Report – Equalization Director Angie Daniels presented to the Board the Equalization Report. Matter to be placed on the Consent Agenda.
4. Animal Control Annual Report to Michigan Department of Agriculture and Rural Development Animal Industry Division (MDARD) – Leigh Nancy reviewed the report. No action required.
5. Homeland Security Grant Sub-Recipient Funding Agreement – Steve Anderson presented the agreement as Midland County is going to act as the fiduciary for the upcoming year. Matter to be placed on the Consent Agenda.
6. Letter from Kohl Farms – Commissioner Young provided an update regarding the letter that has been received. Commissioner Young has recommended a meeting be scheduled with the parties involved in order to discuss the concerns of Kohl Farms. Board discussed the issue. Meeting between the parties involved will tentatively be set for Wednesday, April 14, 2021. Matter referred to the Primary Finance Committee.

Recessed at 10:01 a.m.

Reconvened at 10:10 a.m.

Roll Call: Young, Bardwell, Vaughan, DuRussel, Grimshaw

7. Controller Administrator Employment Agreement Renewal/Discussion
 - Controller/Administrator Current Employment Agreement
 - Controller/Administrator Job DescriptionBoard discussed the option of continuing the Controller/Administrator contract. Clayette stated that she would be comfortable continuing without a contract. Commissioner Grimshaw asked if the position could be separated into two positions of Controller and Administrator. Clayette to obtain a list from Michigan Association of Counties (MAC) as to which counties have Controller, Administrator or Controller/Administrator. Matter to be moved to the Personnel Committee for further discussion.
8. Future Board of Commissioner and Committee of the Whole meetings – Board discussed the options of in-person, hybrid or full virtual meetings. Locations discussed were the H.H. Purdy Building, American Legion Hall, Polish American Hall and Midway Hall. The April 15, 2021 Board Meeting will be held virtually and the April 26, 2021 Committee of the Whole meeting will be held as a hybrid meeting.

9. County COVID-19 Screening Protocol – Clayette explained the COVID-19 screening process used at the H.H. Purdy Building and will be implemented when the Board meeting is in session at the Board Room. Commissioner Grimshaw would like a one-page paper survey to be available in addition to the QR Code. Matter discussed at length. Matter to be moved to the Personnel Committee.
10. County Health Officer Ann Hepfer Resignation – Commissioner Bardwell announced that Health Officer Hepfer is resigning at the end of September 2021. Commissioner Bardwell has reached out to Huron County Commissioner Khoury and they discussed continuing the partnership in this position. The Board discussed options available to them, the need to find a candidate and if the position should be continued as a joint position. Clayette to provide a copy of Ann’s current contract to the Commissioners for review.
11. Village of Mayville, Gerds Property – Adam Flory, Smith Bovill – Commissioner Grimshaw explained the request before the Board and the Village of Mayville’s need for an easement to be granted on the property presented.

Commissioner Grimshaw excused at 12:07 p.m.

Adam Flory, Village of Mayville Attorney, explained that the property is currently facing tax foreclosure on April 16, 2021. There is a pending project that is receiving grant funds that is for water and sewer infrastructure in the Village but needs this final easement to be able to move forward prior to the April 16, 2021 foreclosure date. There is a deadline for a decision to be made by the Board.

Treasurer Ashley Bennett presented concerns of the risk to Tuscola County with this matter. Treasurer Bennett would prefer the Village considers purchasing the property after the State’s first right of refusal has elapsed.

Commissioner Bardwell would like Attorney Flory to clarify the statement that was made on behalf of the Village that the Village would sue the County over the matter. Also, Commissioner Bardwell stated the County would be interested in selling the property to the Village.

A possible solution was discussed regarding the easement on the property. Attorney Flory would like to discuss the compromise with his client before committing. Treasurer Bennett has the authority to finalize a solution with Attorney Flory.

Commissioner Vaughan excused at 12:58 p.m.

Old Business

1. Request For Proposal (RFP) Building Codes – Clayette explained that the draft RFP is included in the agenda packet for the Board to review. The entity submitting the RFP should provide a fee schedule in the RFP as the Board will not provide that to the company. Matter to be moved to the Finance Committee for further review and discussion.
2. Information Technology (IT) Department Space Needs – Matter removed from the agenda at this time for further review and discussion by the Building and Grounds Committee.
3. Off Road Vehicle (ORV) Ordinance Potential Changes – Clayette explained that the proposed changes in the ordinance were included in the agenda packet. She noted that a public hearing will need to be scheduled. The Board discussed the changes. Matter to be placed on the Consent Agenda and a Public Hearing to be set.
4. Health Department Restaurant Fees – Board has received no other contact from members of the public. Matter to be moved to the Finance Committee.
5. County Department COVID-19 Closure – Board discussed earlier in the meeting as to who has the authority to close a Department. Matter to be moved to the Personnel Committee.
6. American Rescue Plan Update – Clayette provided an update from information that she has received from NACo. She reviewed some options that the funding possibly could be used for. Clayette to include the Elected Officials and the Department Heads on an AdHoc Committee for discussion of how to best utilize the funds. Matter to be moved to the Finance Committee.
7. MGT and Cost Allocation Plan (CAP) Indirect Cost Allocation Update – Board discussed the CAP and the upcoming meeting that has been scheduled. Board would like explanation of how the indirect cost is derived. Matter to be moved to the Finance Committee.
8. County Ordinance Numbering - Clerk Fetting explained the proposed Ordinance Numbering system presented. Matter to be placed on the Consent Agenda.

Finance/Technology
Committee Leader Commissioner Young
Commissioner DuRussel

Primary Finance/Technology

1. 2019 Certificate of Achievement for Excellence in Financial Reporting – Clayette explained that this is the 19th year that Tuscola County has received the reward.

2. 2021 Budget Amendments – Clayette explained budget amendments requested by Dispatch and Mosquito Abatement. Matters to be placed on the Consent Agenda.
3. 2021 First Quarter Report on Finances -
 - General Fund
 - Special Revenue FundsClayette presented the first quarter report for the 2021 budget year. Various line items were reviewed that are close to or over 25% of the projected budget.

On Going and Other Finance and Technology

Finance

1. Potential Refunding of Bonds for Pension Obligation - Commissioner Young discussed the matter presented and the matter is to be placed on the April 26, 2021 Committee of the Whole meeting.
2. Preparation of Multi-Year Financial Planning – No Update.

Technology

1. GIS Update
2. Increasing On-Line Services/Updating Web Page – Eean Lee provided an update regarding the projects that he and his team are currently working on.

Commissioner Grimshaw re-joined at 1:55 p.m.

Building and Grounds

Committee Leader Commissioner DuRussel
Commissioner Grimshaw

Primary Building and Grounds

1. State Police Addendum #1 to Lease #10724 – Mike Miller reviewed the addendum to the Lease. Director Miller is ready to proceed forward with the lease. Matter to be placed on the Consent Agenda.
2. State Police Fire Suppression – Mike Miller reviewed the project. Matter to be placed on the Consent Agenda.
3. Department of Health and Human Services (DHHS) Lease # 6987 Contract Change Order #1 – Mike Miller reviewed the requested change order. Matter to be placed on the Consent Agenda.
4. Sound Masking at the H.H. Purdy Building – Mike Miller presented a proposed solution to place Mood Media over the existing sound system. Board discussed the matter. Matter to be placed on the Consent Agenda.

5. Animal Shelter Door Replacements – Mike Miller reviewed the quote received from Booms Construction out of Bad Axe, Michigan. Board discussed options of metal doors and aluminum doors. Board decided to install metal doors on the exterior and aluminum doors on the interior. Matter to be placed on the Consent Agenda.

On Going and Other Building and Grounds

1. State Police Building-Water and Annexation – Commissioner Bardwell updated the Board that Mayor Joe Green had contacted him regarding extending the City Water to the State Police Building. This project was just approved today. The matter of Annexation to be added to the next agenda.

Personnel

Committee Leader Commissioner Grimshaw
Commissioner Vaughan

Primary Personnel

1. Unemployment Update
 - Treasurer's Office Unemployment Update

Shelly Lutz provided an update regarding the affected employees. Her understanding is three of the employees have received unemployment compensation. She is currently trying to assist with the last employee that is having difficulty getting unemployment compensation. Matter to be placed on the Committee of the Whole meeting on April 26, 2021.
2. New Hire Recycling – Mike Miller presented to the Board regarding hiring the part-time candidate. Matter to be placed on the Consent Agenda.
3. New Hire and Promotion Treasurer's Office – Treasurer Bennett explained the positions and the people who have been selected for those matters. Matter to be placed on the Consent Agenda.
4. Refill Vacant Court Clerk II in Clerk's Office – Clerk Fetting explained the recently filled position in the Clerk's Office was made vacant officially on April 6, 2021. Clerk Fetting is hiring Kayla Begeman as the Court Clerk II. Matter to be placed on the Consent Agenda.
5. Chief Deputy Clerk Appointment – Clerk Fetting explained that Caryl Langmaid, after 14 years of service to the County, has retired and her last day in the office was April 9, 2021. With that, Clerk Fetting announced that Stacey Wilcox has been appointed as the Chief Deputy Clerk effective April 12, 2021. Matter to be placed on the Consent Agenda.

On-Going and Other Personnel

1. Municipal Employee Retirement System (MERS) – No updates at this time.
2. Michigan Association of Counties (MAC) 7th District Meeting Updates – Commissioner Bardwell provided an update that Deena Bosworth will be able to attend the upcoming MAC 7th District Meeting.
3. Workman Compensation Updates – The Board reviewed the previous discussions had at Board meetings late in the year 2020 regarding how Workman's Compensation is broken down between cost per department versus equally spreading the cost over all departments. Board discussed the matter at length and how to compare how the costs would be different depending on how the departments were charged. Shelly to work on this project and bring information back to the Committee of the Whole meeting on April 26, 2021.
4. Safety Committees – Commissioner Bardwell explained that MAC has grant opportunities where the grant guidelines will be changing. Commissioner Bardwell would like Shelly to look at ways that Tuscola County could apply for the grants in the future. Shelly did update the Board that she had applied this last round but was denied.

Other Business as Necessary

-Vanderbilt Park Survey (matter added by Clayette) – The 1940s litigation was not included in the survey. Matter to be moved to the Building and Grounds Committee.

-Inmate Mental Health Services (matter added by Clayette) – Matter to be moved to the Finance Committee.

-Proctor vs. Tuscola County and as a Defendant in a Federal Lawsuit (matter added by Commissioner Grimshaw) – The Proctor Case is going to Court of Appeals; the case number is 18-30544-CZ. Clerk Fetting did notify Mike Hoagland and Treasurer Donovan-Gray when it was filed on November 27, 2018. Treasurer Bennett had information on the Federal Lawsuits that she will forward to Clerk Fetting.

-Commissioner DuRussel spoke in reference to a letter received from Gary Rolka regarding vacant buildings that may be available for illegal immigrants.

-Commissioner Bardwell addressed a request received by the Economic Development Corporation from Shelson Industries regrading difficulties with Building Codes.

On-Going Other Business as Necessary - None

At 3:38 p.m., there were 21 participants attending the meeting.

Public Comment Period - None

Motion by Young, seconded by Grimshaw to adjourn the meeting at 3:41 p.m. Roll Call
Vote: Young - yes; Vaughan - yes; DuRussel - yes; Grimshaw - yes; Bardwell - yes.
Motion Carried.

Meeting adjourned at 3:41 p.m.

Jodi Fetting
Tuscola County Clerk