

**Tuscola County Board of Commissioners  
Committee of the Whole  
Monday, April 26, 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 In-Person: None

Others Present in-Person: Eean Lee

Commissioners Present Virtual:

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

District 3 - Kim Vaughan – Fremont Township, Tuscola County, State of Michigan

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

Commissioner Absent –

District 1 - Thomas Young

District 4 - Douglas DuRussel

Also Present Virtual:

Clerk Jodi Fetting, Clayette Zechmeister, Tracy Violet, Mary Drier, Mark Haney, Steve Anderson, Mike Miller, Treasurer Ashley Bennett, Heidi Chicilli, Sandy Nielsen, Mandy Kohl, Debbie Babich, Steven Burke, Dara Hood, Eric Morris, Sheriff Glen Skrent, Ann Hepfer, Robert Baxter, Gary Meredith, Brian Harris, Luann Parks, Amy Beckman, Kim Brinkman, Heidi Stark

At 8:08 a.m., there were 26 participants attending the meeting.

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

**County Updates**

Local COVID-19 Updates - Ann Hepfer, Health Officer, provided an update to the number of COVID cases in Tuscola County, which is on the decline, the current testing efforts, vaccine clinics, reported side effects of vaccines, masks on young children and unemployment related to COVID.

-Health Officer Position Replacement -

-Intergovernmental Agreement – Ann Hepfer provided an update on the positions at the Health Department that are shared between Tuscola County and Huron County: Health Officer, Environmental Health Director, IT Director, Emergency Service Coordinator, Dietician and Billing Clerk. Dr. Mark Hamed is shared

between Huron, Lapeer, Sanilac, Tuscola and District Health Department #2. Board discussed the agreement and items that need to be reviewed for the next agreement.

-Letter of Agreement between Tuscola County Health Department (TCHD) and Huron County Health Department – Board discussed the Letter of Agreement in the above discussion.

-TCHD Personnel Policies Approved by the Board of Commissioners – Ann Hepfer explained there is a Deputy Health Officer named in each county who would assume the responsibilities of her position on a temporary basis if a candidate is not found. Ann is projecting to resign on September 30, 2021 but would extend that date until December 31, 2021 if necessary. Board discussed the individuals that currently hold the Deputy Health Officer positions in Tuscola County and Huron County.

### **New Business**

1. Medical Examiner Contract Discussion (matter added) – Ann Hepfer discussed the amount that the Health Department will receive for payment for assisting the Medical Examiner in the cremation permits. Clayette Zechmeister explained that Dr. Morrone is planning to hire an assistant, which it is hoped that this will help in the paperwork management. Board would like to have information on the amount that Dr. Morrone is willing to absorb and the amount that the Health Department will experience in their upcoming budget. Matter to be added to Thursday's agenda under Old Business.
2. Tuscola County Pension Obligation Refunding Bonds Considerations – Steven Burke, CFA, President Municipal Financial Consultants Incorporated (MFCI), LLC, presented options available to Tuscola County regarding the refunding of bonds. Board discussed the options available and requested a review of short term information from Steve. Matter to be placed on the May 10, 2021 Committee of the Whole meeting.

Recessed at 10:40 a.m.

Reconvened at 10:49 a.m.

Present: Bardwell, Vaughan, Grimshaw

There were 30 people in attendance at 10:53 a.m.

3. 2020 Tuscola County Planning Commission Annual Report – Heidi Stark, Planning Commission Member, reviewed the presented report that was included in the agenda packet. Matter to be placed on the Consent Agenda.
4. County Revenue Sharing Reserve Fund (CRSRF) Shortfalls – Michigan Association of Counties (MAC)
  - Draft Resolution to the State of Michigan to Fulfill its Statutory Obligations.-Board discussed the possibility of adopting a resolution or possibly having direct contact with our Legislators. Matter to be placed on our Legislative Talking Points to discuss further with one of the Legislators.

5. County Draft Nepotism Policy – The draft policy had never officially been adopted back in 2019. Legal Counsel has reviewed the draft policy. Matter to be referred to the Personnel Committee.
6. Refilling Full-Time Employee (FTE) Vacancies - Board Review and Approval – Clayette Zechmeister discussed the process of presenting a person requested as a new hire for the county for record keeping position. Matter to be referred to the Personnel Committee.

### **Old Business**

1. Village of Mayville, Gerds Property Update – Commissioner Grimshaw updated the Board that the easement has been granted and the Village of Mayville is interested in purchasing the property after the foreclosure process. Matter can be removed from the agenda.
2. Off Road Vehicle (ORV) Ordinance – Clayette Zechmeister provided an update that she is proposing June 24, 2021 for the public hearing. She is looking to hold the meeting at Midway Hall but needs to coordinate with Sharon Beals prior to publishing the hearing date.
3. Tuscola County State of Emergency – Matter to be added to Thursday's Board agenda.

### **Finance/Technology**

Committee Leader Commissioner Young  
Commissioner DuRussel

### **Primary Finance/Technology**

1. Kohl Farms – Commissioner Vaughan stated the matter is being worked on but there is not an update at this time. Matter can be removed from the agenda at this time.
2. Request For Proposal (RFP) Building Codes – Clayette Zechmeister stated the matter is ready to be moved forward on. Commissioner Bardwell requested the matter be placed on Thursday's Board agenda due to a pending closed session. Board discussed the current inclusion of office space in the RFP that the Board would like removed.
3. Health Department Restaurant Fees – Commissioner Vaughan stated the response from food license applicants has been positive.
4. American Rescue Plan Update – Clayette Zechmeister reported 14 people have shown interest in serving on the Ad Hoc Committee.
5. MGT/CAP Indirect Cost Allocation – Special Committee of the Whole Meeting Scheduled May 5, 2021 at 9:00 a.m. Clayette Zechmeister check to see if Midway Hall will be available and then will need to determine the availability of virtual participation. Once those matters are decided, Clerk Fetting will prepare the meeting notice.
6. Inmate Mental Health Services – Meeting Scheduled for Thursday, April 29, 2021 at 2:00 p.m.

7. Shelson Industries (matter added) – Clayette Zechmeister stated the matter will be discussed further on Thursday during the closed session. Matter to be added to Thursday’s Board Agenda.

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

### **Finance**

1. Preparation of Multi-Year Financial Planning

**Technology** – CIO Eean Lee has no Update at this time.

1. GIS Update
2. Increasing On-Line Services/Updating Web Page

## **Building and Grounds**

Committee Leader Commissioner DuRussel  
Commissioner Grimshaw

### **Primary Building and Grounds**

1. Michigan State Police Annexation – Commissioner Grimshaw stated there is not an update at this time.
2. Information Technology (IT) Department Space Needs – Commissioner Grimshaw stated there is not an update at this time.
3. Vanderbilt Park Survey – Commissioner Grimshaw provided an update regarding the disputed road and based on the survey completed that the road is not on the county park property. Mike Miller shared concern that has been expressed by Robert McKay, Parks and Recreation Committee Chairman, that this survey does not take into effect the court case that discussed boundary lines. Commissioner Grimshaw discussed the court case and that it has been taken into effect in the survey. Matter to be placed on the May 10, 2021 Committee of the Whole meeting.
4. Health Department and Department of Health and Human Services (DHHS) Parking Lot Sealing Bids – Matter to be placed on April 29, 2021 Board Agenda.
5. Animal Shelter Cat Room Viewing Window – Matter to be placed on the Consent Agenda.

**On Going and Other Building and Grounds - None**

**Personnel**  
Committee Leader **Commissioner Grimshaw**  
Commissioner Vaughan

**Primary Personnel**

1. Refill Vacant Full-Time Administrative Assistant Position at Mosquito Abatement – Matter to be placed on the Consent Agenda.
2. Vanderbilt Park Host Change from Contract to Part-time – Board discussed the matter with more information to be provided at an upcoming meeting.

Motion by Grimshaw, seconded by Vaughan to adjourn the meeting at 12:04 p.m. Roll Call Vote: Young - absent ; Vaughan - yes; DuRussel - absent; Grimshaw - yes; Bardwell - yes. Motion Carried.

Meeting adjourned at 12:04 p.m.

**The following matters were not discussed due to time constraints as Commissioner Grimshaw needed to excuse himself for a prior commitment and the quorum would be lost.**

**Primary Personnel**

3. Controller/Administrator Employment Agreement Renewal/Discussion – Potential Changes to Controller and Administrator or Keep Combined
4. County COVID-19 Screening Protocol
5. County Department COVID-19 Closure
6. Treasurer's Office Unemployment Update
7. Workman Compensation Updates
8. Paperless Payroll Update
9. Vanderbilt Park Host Change from Contract to Part-time – Board discussed the matter

**On-Going and Other Personnel**

1. MERS
2. MAC 7<sup>th</sup> Meeting Updates
3. Safety Committee's – Watch for Grant Opportunities

**Other Business as Necessary**

1. Airport Authority Board
2. South Central Michigan Construction Code (SCMCCI) Discussion
3. Animal Control Ordinance

**On-Going Other Business as Necessary** - None

**Public Comment Period** – Time did not allow for public comment.

Meeting adjourned at 12:04 p.m.

Jodi Fetting  
Tuscola County Clerk