

**Tuscola County Board of Commissioners
Committee of the Whole
Monday, August 23, 2021 – 8:00 A.M.**

Commissioner Bardwell called the regular meeting of the Committee of the Whole of the Board of Commissioners of the County of Tuscola, Michigan, held at the H.H. Purdy Building in the City of Caro, Michigan, on the 23rd day of August 2021, to order at 8:00 o'clock a.m. local time.

Roll Call – Chief Deputy Clerk Curtis Elenbaum

Commissioners Present In-Person:

District 1 - Thomas Young
District 2 - Thomas Bardwell
District 3 - Kim Vaughan
District 4 - Douglas DuRussel
District 5 - Daniel Grimshaw

Others Present in-Person:

Curtis Elenbaum, Eean Lee, Clayette Zechmeister, Matthew Bierlein, Karly Crueger, Kris Milligan, Kelly Ratujczak, Donna Foley, Steve Anderson, Shelly Lutz, Amanda Ertman, Joe Green

Commissioner Absent:

None

Also Present Virtual:

Brenda Dunham, Ann Hepfer, Tracy Violet, Cody Horton, Mike Miller, Mary Drier, Debbie Babich, Mark Haney, Sandra Nielsen, Steve Anderson, Heidi Chicilli, Matt Brown, Barry Lapp, Treasurer Ashley Bennett, Mark Ransford

At 8:02 a.m., there were 17 participants attending the meeting virtually.

County Updates

-Legislative Updates – Matthew Bierlein provided an update of current legislation on behalf of Senator Kevin Daley – Insulin, extension of renewal on expired Driver's License and vehicle registration (Senate Bill 507). The Board discussed No fault insurance, mask mandates, Open Meetings Act regarding virtual participation, prohibiting of vaccination passports, and wind energy (Senate Bill 441).

New Business

1. Commodity Baskets - Karly Crueger, Supervising & Staff Development Educator Michigan State University Extension and on behalf of Farm Bureau along with Kris Milligan, Kelly Ratujczak and Donna Foley presented the board members with a bag of samples that were donated from local area businesses and farmers as a way of experiencing Tuscola County's agriculture.
2. Health Officer Replacement – Hiring Solutions Contract – The board reviewed a letter of intent from Hiring Solutions, LLC regarding the search for candidates. Ann Hepfer would like to know if she should sign the agreement. Huron County has the item on August 24, 2021 agenda. If their position is filled, then we are hiring for a single county position, which is different than how it was originally posted. The Board considered options with this new information. Discussion to carry on under the Personnel Committee.
3. Tuscola County Health Department - Harassment Issues *(item added)*
Commissioner Bardwell brought up reports of employees being harassed and verbally threatened by an individual along with a couple others that has been happening recently at the Health Department. The Board discussed and condemned this sort of harassment of any County employee and feels they are being unfairly targeted.
4. Municipal Employees Retirement System (MERS) Annual Retirement Conference – James Hook to attend as employee representative with Deanna Higley as backup if he cannot attend. Angie House to attend as employee representative with Shelly Lutz as back up. Matter to be placed on the Consent Agenda.
5. Request to Use Courthouse Lawn – Dave Kolacz has requested to use the courthouse steps for a Rosary on October 16, 2021 from 12:00 p.m. - 1:30 p.m. Matter to be placed on the Consent Agenda.
6. Building Codes Transition from South Central Michigan Construction Code Inspections (SCMCCI) to SAFEbuilt next steps:
 - Outstanding Permits
 - Official Notifications to Contractors and Citizens
 - Office Hours/Location
 - Permit Payment Processing-Clayette Zechmeister reviewed the above matters with the Board. All of which are currently in process without much to currently update on. Matter to be placed on Thursday's agenda.

7. Tuscola County Recycling 2020 Annual Report - Mike Miller, Recycling Director, gave a report to the board highlighting challenges faced during COVID, financial summary, materials recycled, and their transition to the new facility. Customers having to pre-sort their recyclables has greatly reduced their collection of waste they cannot process. He would like to see improvements made to the parking lot situation and will be looking into grants to upgrade in the future. Report to be added to the Consent Agenda for approval.

Recessed at 10:07 a.m.

Reconvened at 10:18 a.m.

Present: Young, Bardwell, Vaughan, DuRussel, Grimshaw

8. Candidate for the Health Officer position (Matter added) - Amanda Ertman was interviewed by the Board and took questions.

Old Business

1. County Space Needs – Draft Request for Proposals (RFP) - Mike Miller, Building and Grounds Director, presented the Board with a rough draft request for proposal after meeting with the departments to establish their needs for space. Details of the requirements were reviewed by the Board. The Board discussed the timeline of when an actual RFP would be ready. The Board determined more discussion with Department Heads is needed to be had in order to ensure all needs are being represented. The suggestion of the Board is a meeting to be had between Building and Grounds Committee and Department Representatives.

Finance/Technology

Committee Leader Commissioner Young
Commissioner DuRussel

Primary Finance/Technology

1. Financial Trends/Projections - Clayette Zechmeister, Controller/Administrator,
 - General Fund Property Tax Revenues
 - General Fund Financial Analysis
 - Retirement System Summary of Annual Report
 - 2021 Estimated All Funds Fund Balances
 - Equipment/Capital Details
 - Revenue and Expenditure Budgets to be Distributed

Clayette Zechmeister reviewed the above matters with the Board. Matter discussed at length.

2. American Rescue Plan Act (ARPA) Funds –
Clayette Zechmeister explained that the defined usage and implementation is currently up in the air. Trying to receive clarification and approvals.

On Going and Other Finance and Technology

Finance

1. American Rescue Plan Act (ARPA) Ad-Hoc Committee
2. Preparation of Multi-Year Financial Planning

Technology

1. GIS Update
2. Increasing On-Line Services/Updating Web Page
Eean Lee provided an update to the board. Hoping to have something to present by next meeting concerning the contracted help using ARP funding.

Building and Grounds

Committee Leader Commissioner Grimshaw
Commissioner DuRussel

Primary Building and Grounds

1. Purdy Building Security - Security concerns and potential remedies were discussed amongst the Board members. Steve Anderson, Emergency Manager, would like to have further discussion but under closed session. Matter to be added to Thursday's agenda.

On Going and Other Building and Grounds

1. State Police Water and Annexation - Mike Miller reported that they should have numbers to present to the board in early September.
2. IT Department Space Needs
3. Adult Probation Fence - Mike Miller reported that they should have bids to present to the board in early September.

Personnel

Committee Leader Commissioner Vaughan
Commissioner Grimshaw

Primary Personnel – Further discussion of filling the Health Officer position and interview of Amanda Ertman. The Board examined what the next steps would be after making a selection. Matter to be placed on Thursday's agenda.

On-Going and Other Personnel

1. Workman's Compensation
2. Michigan Employees Retirement System (MERS) – To be moved up to Primary Personnel for the next Committee of the Whole meeting.
3. Michigan Association of Counties (MAC) 7th District Meeting Updates
4. Safety Committees – Watch for Grant Opportunities

Other Business as Necessary –

-FOIA Request from Chief Judge Gierhart (matter added) – The Michigan Indigent Defense Counsel (MIDC) FOIA presented is requesting a copy of the attorney bills from January 1, 2021 to present. There was a question as to whether the bills to be redacted or unredacted. The Board stated that the items be included unredacted.

On-Going Other Business as Necessary

1. Animal Control Ordinance – No Update.

At 1:02 pm., there were 18 participants attending the meeting virtually.

Public Comment Period – None.

Motion by Young, seconded by Vaughan to adjourn the meeting at 1:04 p.m. Motion Carried.

Meeting adjourned at 1:04 p.m.

Curtis Elenbaum
Chief Deputy Clerk