



MINUTES

Committee of the Whole Meeting

8:00 AM - Monday, September 12, 2022

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, September 12, 2022, to order at 8:00 AM local time.

Roll Call - Clerk Fetting

Commissioners Present In-Person: Thomas Young, Thomas Bardwell, Kim Vaughan, Dan Grimshaw

Commissioner Grimshaw arrived at 8:14 a.m.

Commissioners Absent: Doug DuRussel

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Clayette Zechmeister, Mike Miller, Steve Anderson, Jon Ramirez, Debbie Babich, Register John Bishop, Debbie Babich, Cristi Smith

Also Present Virtual: Christy Poulos, Cody Horton, Debbie Babich, Echo Torrez, Mark Haney, Mary Drier, Matt Brown, Bob Baxter, Steve Root, Tracy Violet, Sheriff Glen Skrent, Renee Francisco, Mike Slade, Treasurer Ashley Bennett, Samantha Dennis, Barry Lapp, Carrie Tabar, Debbie Mika, Cindy Hughes

At 8:39 a.m., there were a total of 25 participants attending the meeting virtually.

County Updates

None

New Business

1. Managed Assigned Council Secretary Position -
Geoffrey Stuart presented the request to transition Amy Taylor from part-time to full-time employment status. Matter to be placed on the Consent Agenda.
2. Appointment of Non-Attorney Magistrate -
Sheila Long, Court Administrator, explained the request to appointment Martin Porzondek as the Non-Attorney Magistrate. Matter to be placed on the Consent Agenda.

3. Courthouse Closure for Training -
Sheila Long, Court Administrator, explained that the Courthouse including the County Clerk's Office will be closed on Friday, September 16, 2022 from 8:00 a.m. to 1:00 p.m. for staff training. Matter to be placed on the Consent Agenda.
4. Program Income Money and Recommended Program Eligibility/Guidelines -
Brian Neuville, Deputy Director Human Development Commission (HDC), provided an update on the CDBG program. He also reviewed the CDBG Program Income Guidelines for participation in the program and what the homeowners contribution would be. Brian to prepare a policy on implementing a Deferred Lien Program to be presented to the Board for adoption.
5. Village of Fairgrove Request of a General Fund Appropriation for the Light Project -
Cristi L. Smith, Village of Fairgrove Clerk/Treasurer, presented regarding the Village of Fairgrove transition of lighting within the Village from mercury to LED in order to save money for the taxpayers. The Village is requesting funding from Tuscola County General Fund Appropriation funds for assistance with the project. Matter to be placed on Thursday's agenda.
6. Request to Purchase Book Storage Unit -
John Bishop, Register of Deeds, explained the request to purchase a storage unit to place in his office for record book storage. Matter to be placed on Thursday's agenda.
7. Request for Annual Delegation of School Plan Review and Inspection Authority to a Local Unit of Government Enforcing Agency -
Clayette Zechmeister explained that the local schools would like to continue to have SAFEBuilt provide building codes services for the upcoming year. Matter to be placed on the Consent Agenda.
8. Hazard Mitigation Plan Potential Resolution -
Deputy Steven Anderson, Emergency Manager, presented a proposed resolution to adopt the Tuscola County Hazard Mitigation Plan. Matter to be placed on Thursday's Agenda.

Old Business

None

Finance/Technology

Primary Finance/Technology

1. 2023 Budget - General Fund Revenue Review -
Clayette Zechmeister reviewed the projected revenues for 2023 budget cycle.
2. Provision of Government Services/American Rescue Plan Act (ARPA) Funds Review -
Debbie Babich reviewed the projects that have been included on the tracker list.

On-Going and Other Finance

None

On-Going and Other Technology

Eean Lee updated the Board that the vendor that supplies security cameras will be coming Tuesday to evaluate concerns. District Court will be piloting an eFiling program by the State of Michigan. Imagesoft is also changing the pricing structure.

Building and Grounds

Primary Building and Grounds

1. Protective Glass For Courthouse Stained Glass Window -
Mike Miller, Director of Buildings and Grounds, presented the proposal from Dave's Glass. The pricing will be honored in the Spring 2023 when the stained glass window is re-installed. Project to be included in the 2023 Budget. Matter to be placed on the Consent Agenda.

On-Going and Other Building and Grounds

1. MSP Annexation Update (matter added) - Clayette Zechmeister stated that the Interim City Manager would like to meet to discuss matter.
2. Vanderbilt Park Gilmore Road (matter added) -
Commissioner Grimshaw stated that based on his research Gilmore Road does not go through the park. Houses have been built where the court ordered road is. Board discussed having the legal descriptions rewritten or purchasing the triangular piece of property to assist in solving the problems. Board discussed the matter and possible solutions.

Personnel

Primary Personnel

1. Dispatch Department Update -
Jon Ramirez, Dispatch Director, provided an update regarding a project that was expected to being in 5-years but he has become aware that it will launch much sooner than that. The project would provide an option to send video to the Dispatch Center from a 911 Caller. Also, an update regarding his building losing power recently was provided.
2. Dispatch New Hire - Jon Ramirez, Dispatch Director
Jon Ramirez, Dispatch Director, updated the Board on the filling of his open positions. Raquel Fuller was approved by the Board on August 25, 2022. Her background requirements have come back favorable. Director Ramirez is requesting to hire Stacey McCollum at Step 1 rate of pay pending favorable background requirements. Matter to be placed on Thursday's agenda. Also, Director Ramirez reported with regret that Stacey Gilbur has submitted her letter

of resignation. He would like to hire Bree Waterson to fill that position. Matter to be brought back to the Board when the date of hire is secured.

3. Refill Vacant Corrections Deputy Position -
Clayette Zechmeister explained the request received to hire Ryker Maurer as a Corrections Officer at Step 1. Matter to be placed on Thursday's agenda.

On-Going and Other Personnel

None

Other Business as Necessary

1. Jail Proposal Campaign Mailer (matter added) - Commissioner Grimshaw asked if the Board of Commissioners approved the flyer. Clayette Zechmeister explained that Sheriff Skrent worked with legal counsel on what information should be included on the flyer. Board discussed the matter.

At 10:35 a.m., there were a total of 18 participants attending the meeting virtually.

Public Comment Period

None

Adjournment

Motion by Thomas Young, seconded by Kim Vaughan to adjourn the meeting at 10:36 a.m. Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO