



MINUTES

Committee of the Whole Meeting

8:00 AM - Monday, April 8, 2024

H.H. Purdy Building Board Room, 125 W. Lincoln St., Caro, MI 48723

Commissioner Vaughan 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, April 8, 2024, to order at 8:00 AM local time.

Roll Call - Clerk Fetting

Commissioners Present In-Person: Thomas Young, Thomas Bardwell, Kim Vaughan, Bill Lutz, Matt Koch

Commissioners Absent: None

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Clayette Zechmeister, Steve Anderson, Mike Miller, Neil Hammerbacher, Judge Amy Grace Gierhart, Tyler Ray, Brian Harris, Jon Ramirez

Also Present Virtual: Tracy Violet, Mary Drier, Mark Haney, Amanda Ertman, Debbie Babich, Renee Francisco, Cody Horton, Treasurer Ashley Bennett, Register Marianne Brandt, Angie Daniels, Amy Dolinky, Barry Lapp, Carrie Tabar, Cindy McKinney-Volz, Estee Bitzer, Tim Green, Jodi Barrons, Bob Baxter, Karlee Romain, Katie Robinson, Ashley Gaudett, Judy Cockerill

At 8:14 a.m., there were a total of 25 participants attending the meeting virtually.

New Business

1. Opioid Settlement Funds -

Amy Dolinky, Technical Advisor, Opioid Settlement Funds, Michigan Association of Counties (MAC), presented information and projected settlement amount regarding the Opioid Settlement.

Judge Amy Grace Gierhart explained the Harm Reduction Program that is currently being implemented to assist after a person is released from jail to help reduce opioid overdoses.

Old Business

None

Finance/Technology

Primary Finance/Technology

1. Update on Animal Control Equipment Purchase for United States Department of Agriculture (USDA) Grant -
Tyler Ray, Animal Control Director, provided an update on the costs of the Animal Control truck and accessories purchased. The USDA grant reimbursement funds are still pending.

Tyler Ray reported that the number of housed cats is under control but the kitten season is just starting. The number of dogs ready for adoption is on the rise.

2. 2024 First Quarter Reports -
Debbie Babich, Fiscal Analyst, reviewed the Fund Balance Report highlighting various line items for voted millages, the 2.5% Indirect Cost amount associated with those as well as a couple of line items that are currently in a deficit. Debbie outlined corrections that need to be made on the presented General Fund Revenue report. The Total Revenue Month-to-Date ending balance should be \$834,405.80. There are expenses that need to be posted yet today. The Board requested that Debbie re-run the report and provide that to the Commissioners.
3. General Fund Ten Year Projections -
Clayette Zechmeister, Controller/Administrator, reviewed the reports included in the agenda packet. Clayette is projecting a shortfall in the 2025 budget cycle which will carry into 2026.

Neil Hammerbacher stated he will review the auditor's report as the auditors were on-site last week. The report that Clayette presented to the Board is in summary format and he wants to look at the detailed report before he makes a comment on the financial outlook.

On-Going and Other Finance

1. Michigan State Housing Development Authority (MSHDA) CDBG Housing Improving Local Livability (CHILL) Grant Update -
Clayette Zechmeister, Controller/Administrator, stated there is no update at this time.

On-Going and Other Technology

-Eean Lee, Chief Information Officer, reviewed the contracts that he has negotiated for cost savings or negating an increase. VOIP Refresh and Pivot Point projects are underway.

Building and Grounds

Primary Building and Grounds

None

On-Going and Other Building and Grounds

1. PSB Building Update -
Mike Miller, Director of Buildings and Grounds/Recycling, stated that crews have been working on the HVAC and electrical systems. The foundation for the stair tower is nearing completion. He is planning to schedule a meeting with the Architect and Builder next week for a full update.
2. Purdy Building Renovation Update -
Mike Miller, Director of Buildings and Grounds/Recycling, reported that the project is progressing forward. There is an issue with the window in the Drain Commissioner's Office, so he is planning to meet with Drain Commissioner Mantey for an update.
3. Multi-County Materials Management Planning Update -
Mike Miller, Director of Buildings and Grounds/Recycling, stated that Sanilac County is meeting today to discuss the proposed mutual agreement. He does not know when the other counties are meeting.

Personnel

Primary Personnel

1. Review Final Draft of Controller/Administrator Employment Agreement -
-Commissioner Bardwell stated that the updated Employment Agreement for the Controller/Administrator has been presented to the Board and to Neil Hammerbacher in a final draft. The matter is to have final adoption and signatures authorized on Thursday. In the agreement, the title of the position should be changed from Administrator/Controller to Controller/Administrator. Matter to be placed on Thursday's agenda.
2. Proposed 2024-06 Resolution Honoring Eric F. Wanink -
Matter to be placed on Thursday's agenda.

On-Going and Other Personnel

None

Other Business as Necessary

1. Potential Closure for the Controller/Administrator's Office -
Clayette Zechmeister, Controller/Administrator, presented the request to close the office during the retirement gathering for her. The staff in the Controller/Administrator's Office offered to use personal time during the closure. Matter to be placed on the Consent Agenda.

2. Update on County Millages Proposed for 2024 (matter added) -
-Commissioner Bardwell addressed the proposed County Millages for 2024 for the Senior Services, 911 Dispatch and Animal Control as they were supposed to be brought back before the Board once all Commissioners were in attendance. Matter to be placed on the April 22, 2024 agenda.
3. Commissioner Salary and Benefit Review (matter added) -
-Commissioner Koch requested this discussion to be placed on the May 13, 2024 Committee of the Whole meeting. The Commissioner's salary needs to be set prior to the next term.

Public Comment Period

-Eean Lee recognized Cody Horton for his assistance on the Pivot Point project and his subject matter knowledge.

Adjournment

Motion by Bill Lutz, seconded by Matt Koch to adjourn the meeting at 10:00 a.m.
Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO