



MINUTES

Committee of the Whole Meeting

8:00 AM - Monday, May 13, 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, May 13, 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, Neil Hammerbacher, Steve Anderson, Mike Miller, David Stevens, Angie Daniels, Karly Creguer, Tracy Violet

Also Present Virtual: Tracy Violet, Mary Drier, Mark Haney, Treasurer Ashley Bennett, Debbie Babich, Steve Root, Jon Ramirez, Amanda Ertman, Cody Horton, Cindy McKinney-Volz, Angie House, Register Marianne Brandt, Ashley Gaudett, Renee Francisco, Shannon Beach, Tim Green, Crystal Knoblock, Kristy Sutherland, Barry Lapp, Bob Baxter, Animal Shelter

At 8:03 a.m., there were a total of 11 participants attending the meeting virtually.

New Business

1. Consideration of Homeland Security Budget Amendment and an Advance from the General Fund -
Neil Hammerbacher, Controller-Administrator, explained the budget request for the project. Steve Anderson, Emergency Manager, explained the project and what items will be purchased. Matter to be placed on the Consent Agenda.
2. 2024 Tuscola County L-4029 Summer Property Tax Levy -
Angie Daniels, Equalization Director, presented the request for approval of the L-4029. Matter to be placed on the Consent Agenda.

3. Community Corrections Fiscal 2025 Grant - David Stevens, Community Corrections Coordinator, Thumb Area Regional Community Corrections, provided an overview of the program and that additional funding was requested for FY 2025. The program strives to rehabilitate and have a person discharged to be successful in the community. Matter to be placed on Thursday's agenda.

Old Business

None

Finance/Technology

Primary Finance/Technology

1. Informational - Tuscola County Landbank is a Component Unit - Neil Hammerbacher, Controller-Administrator, explained that the Land Bank is a Component Unit and will show on the County's financial statement.
2. Informational - History of Audits Submitted by Road Commissions - Neil Hammerbacher, Controller-Administrator, reviewed that the Road Commission is a Component Unit. He reviewed the audit process for the Road Commission. He has talked to Mike Tuckey in regard to the importance of timely submission to the State for the Road Commission's audit.
3. Update on Tuscola County's 2023 Financial Audit - Neil Hammerbacher, Controller-Administrator, reviewed the audit findings. The audit shows that the County ended financially better than expected.

On-Going and Other Finance

1. Informational - New Tool from Michigan Association of Counties (MAC) to Search Grant Opportunities - Tom Young, Commissioner and Neil Hammerbacher, Controller-Administrator, explained that there is a tool offered by MAC for available grants that could be used for various projects. This will be distributed to Elected Officials, Department Heads and Directors.

Controller-Administrator would like to begin to utilize the BS&A Software program to assist in grant management. He would like to have all grants be brought before the Board so any matching funds or legacy costs can be discussed and addressed.

On-Going and Other Technology

1. Information System(s) Update -
Eean Lee, Chief Information Officer, updated the Board on the Department's ongoing project list. The VOIP phone refresh program is underway and they are working on a password management system to offer employees.

Tracy Violet presented a security assessment review of the County.

Building and Grounds

Primary Building and Grounds

1. 2024 Department of Health and Human Services (DHHS) Roof Replacement Bid Opening -

Mike Miller, Director of Buildings and Grounds, opened the bids received.

1. Valley Roofing, Bay City - \$107,059.00
2. Beyer Roofing, Saginaw - \$122,777.00
3. Thomas Brown & Son Roofing, Bay City - \$120,172.00
4. Source 1 Construction, Wixom - \$143,712.00
5. Superior Services RHS, Lansing - \$156,623.00
6. Buchinger Roofing, Reese - \$95,500.00
7. Zimmer Roofing & Construction, Port Huron - \$145,100.00
8. Marlette Roofing, Marlette - \$118,200.00
9. Quality Roofing, Whitmore Lake - \$113,600.00

Mike Miller to review the bids and bring the matter back for a final decision potentially on Thursday.

2. Consideration of Adding Insulation to the People's State Bank (PSB) Building -
Mike Miller, Director of Buildings and Grounds, explained that with the remodel there will be only 2 inches of insulation in the roof which causes concern of the fire suppression pipes freezing. Director Miller has reached out to Marlette Roofing, the current contractor, for pricing on adding insulation to prevent this from happening. There are funds in the contingency fund for this project to cover this cost. Matter to be placed on Thursday's agenda.

On-Going and Other Building and Grounds

None

Personnel

Primary Personnel

1. Request to Hire to Refill Vacant Full-Time Records-Criminal Division Position -
Robert Baxter, Undersheriff, requested via email to hire Tricia Sharp to fill the vacant position. Matter to be placed on the Consent Agenda.

2. Request to Hire Seasonal Employees to Refill Vacant Positions -
Larry Zapfe, Mosquito Abatement Director, requested via email to fill two vacant positions. Matter to be placed on the Consent Agenda.

On-Going and Other Personnel

None

Other Business as Necessary

-Commissioner Bardwell will not be at the May 30, 2024 Board meeting as he will be attending the MAC Worker Comp meeting.

-Commissioner Bardwell would like an update on the Animal Control concerns brought before the Board.

-Commissioner Bardwell would like an update from Dr. William Morrone.

At 9:26 a.m., there were a total of 25 participants attending the meeting virtually.

Public Comment Period

-Karly Creguer, MSUe Extension District 10 Director, addressed the newly formed partnership with the Economic Development Corporation (EDC). A new EDC Director has been hired, Trevor Keyes starting June 3, 2024. The 4H Program Coordinator Reanna Wilkerson has just started in this role transitioning from working with the Caro Parks and Recreation Commission. This change in roles will cause a need to have an amended MOA to be completed which will be brought before the Board as soon as it is ready.

Adjournment

Motion by Bill Lutz, seconded by Matt Koch to adjourn the meeting at 9:33 a.m.
Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO