



MINUTES

Committee of the Whole Meeting

8:00 AM - Monday, August 26, 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, August 26, 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, Jon Ramirez, Clayette Zechmeister, Angie Daniels, Katie Robinson, Brian Schriber, Shelly Lutz, Hannah Madar

Also Present Virtual: Tracy Violet, Mary Drier, Mark Haney, Brandon Bertram, Brandon Wislock, Greg Ryneerson, Cody Horton, Debbie Babich, Estee Bitzer, Kelli Quiroga, Shannon Beach, Echo Torrez, Dan Skiver, Judy Cockerill, Ashley Gaudett, Karlee Romain, Cindy Hughes, Jodi Barrons, Sheriff Glen Skrent, Treasurer Ashley Bennett, Register Marianne Brandt, Dara Hood, Mike Slade, Bob Baxter, Tim Green, Barry Lapp, Cindy McKinney-Volz, Pam Shook, Tom McLane, Renee Francisco, Tyler Ray, Angie Daniels

At 8:00 a.m., there were a total of 15 participants attending the meeting virtually.

New Business

Continued below

1. Board Rules of Order (matter added) - Chairman stated Board rules will be followed from today forward referencing Rule 6.2 and Rule 6.3.

Old Business

Continued below

1. Motion 2024-M-287 County Request for County Property Lessee to Restore Medical Care Property - Lessee Request for Further Consideration
Brian Schriber attended the meeting to discuss the Medical Care Facility property and reported the property has been returned to its original status.

New Business

2. Consideration to Authorize the L-4029 Tax Rate Request for the 2024 Winter Tax Levy -
Angie Daniels, Equalization Director, presented the request. Matter to be placed on the Consent Agenda.
3. Employee Benefits Update -
Shelly Lutz, Director of Human Resources, Dan Skiver, Brown and Brown and Kelli Quiroga, BCBS, reviewed changes in the current plan in relation to the diabetes management portion of the policy. It is projected to have an approximate savings of \$12,000.00. Shelly Lutz stated the plan is to include this option in the renewal process and there is no action needed at this time.
4. Discussion on How Incurred But Not Reported (IBNR) Claims Work With Self-Insurance -
Dan Skiver, Brown and Brown, explained that there is a lapse in time from when a client seeks medial service before it is billed to reflect on the financial statement for the County.
5. Presentation of Dispatch-911 2023 Annual Report -
Jon Ramirez, Director of Dispatch-911, presented the 2023 Annual Report. Matter to be placed on the Consent Agenda.
6. Consideration for Adopting the 2025 Budget Calendar -
Neil Hammerbacher, Controller-Administrator, reviewed the proposed budget calendar. Matter to be placed on the Consent Agenda.
7. Identification of Fund or Program Managers to Facilitate the Budget Process - Board of Commissioners -
Neil Hammerbacher, Controller-Administrator, presented the Fund and Program Manager listing as to which employees should be listed as the lead program manager for the funds listed with a Contractor/Advisor. The Board would like to have Controller-Administrator Hammerbacher listed in those funds that do not have a direct Fund and Program Manager.
8. Presentation of Long-term Budget Forecasts for the County's Major Funds -
Neil Hammerbacher, Controller-Administrator, explained what a major fund is. A preliminary 5-year budget forecast was included in the agenda packet. This document is currently under review by the Controller-Administrator's Office.
9. Consideration of Committing the General Fund's Fund Balance for Future Capital Purchases -
Neil Hammerbacher, Controller-Administrator, reviewed the fund balance that the needs and priorities need to be looked at long-term.

Recessed at 10:13 a.m.

Reconvened at 10:21 a.m.

At 10:21 a.m., there were a total of 27 participants attending the meeting virtually.

Old Business

2. Public Act 233 for Discussion Relating to Past Concerns for County Involvement and Liability if Any -
Commissioner Bardwell stated the County has received a legal opinion. The proposed bill was discussed as the County needs to keep a watch on this bill and the implications for the County. Board would like input from Michigan Association of Counties (MAC) in this matter.

Finance/Technology

Primary Finance/Technology

None

On-Going and Other Finance

1. July 2024 Fund Financial Statements -
Controller-Administrator Hammerbacher presented the July Balance Sheet which the plan is to present the balance sheet on a monthly basis.
2. Request for Board of Commissioner Full Board and Committee of the Whole Meetings to be Videoed and Archived On County Website -
Commissioner Bardwell has received a request to have Tuscola County meetings recorded and posted on the County website. This option is available for residents in Sanilac, Huron and Lapeer counties. Matter to be placed on Thursday's Agenda.

On-Going and Other Technology

-Chief Information Officer Eean Lee provided an update of projects that are underway in the IT Department.

Building and Grounds

Primary Building and Grounds

None

On-Going and Other Building and Grounds

People's State Bank Building (matter added) - Commissioner Bardwell referenced the ADA compatibility of the building as there is not an elevator. Director Miller stated that the entire first floor is ADA compliant.

Personnel

Primary Personnel

None

On-Going and Other Personnel

1. The Need for an Employee Performance Evaluation System for All Employees Except Elected Officials -
Controller-Administrator Hammerbacher discussed the importance of employee evaluations as the employee is the most important asset of the county.

Shelly Lutz presented a draft evaluation for the Controller-Administrator.

Commissioner Bardwell would like to have the Controller-Administrator evaluation form to be reviewed further by the Board prior to adoption. Matter to be placed on the September Cow

Other Business as Necessary

None

Public Comment Period

-911 Director Ramirez introduced the Department's Intern, Hannah Madar.

-Clerk Jodi Fetting read from the Michigan Retention Schedule regarding the retention of Committee, Subcommittee and Board meetings. Also, referenced 5.1 of the Board Rules regarding new agenda items are to be added to the agenda under Other Business as Necessary.

Adjournment

Motion by Bill Lutz, seconded by Matt Koch to adjourn the meeting at 11:22 a.m.
Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO