



MINUTES

Committee of the Whole Meeting

8:00 AM - Monday, September 9, 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, September 9, 2024, to order at 8:00 AM local time.

Roll Call - Deputy Clerk Katie Robinson

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

Commissioners Absent: None

Others Present In-Person: Clerk Jodi Fetting, Katie Robinson, Eean Lee, Neil Hammerbacher, Steve Anderson, Mike Miller, Sheila Long, Amanda Ertman, Tyler Ray, Debbie Babich, Jon Ramirez, Kristy Sutherland, Drain Commissioner Bob Mantey, Shelly Lutz, Bob Baxter, Tammy Daenzer, Luanne Jaruzel

Also Present Virtual: Tracy Violet, Mary Drier, Mark Haney, Angie Daniels, Ashley Gaudett, Brandon Bertram, Cody Horton, Register Marianne Brandt, Madeline Feta, Renee Francisco, Tim Green, Tom McLane, Cindy Hughes, Cindy McKinney-Volz, Shannon Nelson, Echo Torrez, Dara Hood, Greg Rynearson, Astrid Ellis, Karly Creguer, Treasurer Ashley Bennett, Crystal Knoblock, Jodi Barrons, Shannon Beach, Barry Lapp, Bob Baxter, Animal Shelter, Steve Root, Sheriff Glen Skrent

At 8:15 a.m., there were a total of 30 participants attending the meeting virtually.

New Business

1. Presentation/Update of Implementing Public Act 233 for Michigan Counties - Madeline Fata, Governmental Affairs Associate for the Michigan Association of Counties (MAC), explained that the Public Service Agency recommends local jurisdictions to adopt an ordinance. She discussed the different types of ordinances, Compatible or Workable. The new law will go in effect November 29, 2024.

Drain Commissioner Robert Mantey addressed how the Drain Commission office plans to move through the process.

2. Friend of the Court Budget (matter added) -
Sheila Long, Court Administrator, explained the request to reclassify a current position in the Friend of the Court's Office due to a recent resignation that will not be refilled. The current workload will be redistributed. A current employee will fill the reclassified position. Matter to be placed on the Consent Agenda.
3. Presentation of the Tuscola County Health Department's 2022 - 2023 Annual Report -
Amanda Ertman, Tuscola County Health Officer, reviewed the highlights of the annual report. Matter to be placed on the Consent Agenda.
4. Consideration for Approving the 2024 Amendments to the By-Laws of the Tuscola County Health Department -
Amanda Ertman, Tuscola County Health Officer, presented the proposed changes. Matter to be placed on the Consent Agenda.
5. Consideration for Approving the Third-Party Services Agreement (TPA) with the Human Development Commission (HDC) -
Debbie Babich, Fiscal Personnel Analyst, shared the requirements that are needed to receive the CHILL grant. The Human Development Commission has been the third-party previously and is recommended to continue with this grant. Matter to be placed on the Consent Agenda.
6. Consideration for the Approval to Purchase Communications Equipment from the Homeland Security Grant -
Steve Anderson, Emergency Manager, reviewed the proposed purchase request for Gagetown and Kingston. This will be 100% reimbursable. Matter to be placed on the Consent Agenda.
7. Consideration for Approving the Application for the 2025 Survey and Remonumentation Grant -
Neil Hammerbacher, Controller-Administrator, reviewed the request for approval to apply for the reimbursable program which be a \$9,000.00 increase. Matter to be placed on an upcoming meeting for approval.
8. Consideration of a Glass Recycling Proposal from Recycle Services -
Mike Miller, Director of Recycling, presented that Recycle Services takes a variety of glass and this would provide a cost savings to the Recycling Center. Matter to be placed on the Consent Agenda.
9. Consideration of Preliminary Approval of the 2025 Staffing Plan (Position Budget) -
Shelly Lutz, Human Resources Director, presented the proposed Staffing Plan to be used in the 2025 Budget preparation. Neil Hammerbacher will meet with each Department Head to discuss staffing plans and budget. Matter to be placed on Thursday's Agenda.

Old Business

1. Status Update on Forming a Possible Public-Private Partnership to Enhance Our Recycling Efforts -

Commissioner Lutz reported that the company wants to know if Tuscola County is still interested. County Attorney reviewed the proposed contract and asked for a few addition items before proceeding. The company has not yet fulfilled the request by the County Attorney.

Mike Miller, Director of Recycling, is asking the Board to reaffirm Motion 2024-M-93 so a financial plan can be put together and reviewed. Director Miller stated that the company would provide the capital funds needed to begin the project. It is projected that the services provided could be expanded. The Board stated it is up to the proposed company to provide requested information to the County Attorney.

2. Discussion of Board of Commissioners Board Rules of Order-
Commissioner Thomas Bardwell Commissioner, asked that the Board start reviewing the Board Rules of Order and any potential changes that could be proposed. Board Rules will be adopted at the Board's organizational meeting for the new term.
3. Controller-Administrator Evaluation (matter added) -
Shelly Lutz, Human Resource Director, provided an evaluation packet to the Board for review. The matter will be placed on the next Committee of the Whole meeting for discussion of the proposed evaluation form.

Finance/Technology

Primary Finance/Technology

1. August Financial Reports (matter added) -
Commissioner Bardwell discussed page 46 from the general fund ledger, reviewing revenues and expenditures. Neil Hammerbacher added that these reports are also sent out to Department Heads to review and check for accuracy. Commissioners requested to see overall financial reports in graphs as well as a 5-year projection in Line graph format.

On-Going and Other Finance

1. Revenue Sharing Update -
Commissioner Thomas Young shared that the Michigan Association of Counties (MAC) conference is September 16, 2024. It is projected that there will be an increase in revenue sharing.

On-Going and Other Technology

1. Chief Information Officer Eean Lee provided an update of projects. He shared that a link has been added to the County website to view the recorded Board meetings on the County's YouTube Channel. Virtual participants are now able to attend closed session without being recorded. Chief Information Officer Lee has also been working with the County Clerk on Election Security.

Building and Grounds

Primary Building and Grounds

1. People State Bank (PSB) Building Update - Mike Miller reported that on Wednesday, September 11, 2024, the final design for the furniture should be completed. He was told there will be a potential price increase on October 1, 2024, so he is trying to get ordered prior to that. A deposit has been submitted on the furniture already.

On-Going and Other Building and Grounds

None

Personnel

Primary Personnel

1. New Hire Request for Animal Control - Tyler Ray, Director of Tuscola County Animal Control, is requesting to eliminate two part-time employees for one full-time employee. The goal is to reduce turnover and overtime pay. There is a current employee he would like to place in the full-time position. Matter to be placed on Thursday's Agenda.
2. New Hire Request for the Sheriff's Department - Bob Baxter, Undersheriff, presented a request to fill a current vacancy with an effective date of September 10, 2024. The Department has one person currently in the academy and is hoping to send another person in January 2025. Matter to be placed on Thursday's Agenda.
3. New Hire Request for the Drain Office - Robert Mantey, Drain Commissioner, presented that with the funds available in his budget, he would like to request to hire someone before his retirement at the end of the year. Matter to be placed on Thursday Agenda.

On-Going and Other Personnel

None

Other Business as Necessary

-Commissioner Bardwell stated there are three Commissioners attending the MAC conference.

Public Comment Period

-Kristy Sutherland thanked the Board for putting the Senior millage on the ballot.

Adjournment

Motion by Matt Koch, seconded by Bill Lutz to adjourn the meeting at 10:17 a.m.
Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO

Katie Robinson
Tuscola County Deputy Clerk