

TUSCOLA COUNTY BOARD OF COMMISSIONERS  
April 15, 2021 Minutes

Electronic remote access will be implemented for this meeting, in accordance with  
Tuscola County Board of Commissioners 2021-07 Declaration of a Local State of  
Emergency related to COVID-19

Commissioner Bardwell called the regular meeting of the Board of Commissioners of the County of Tuscola, Michigan, held via Google Meet on the 15th day of April 2021, to order at 8:00 o'clock a.m. local time.

Prayer – Commissioner Young

Pledge of Allegiance – Commissioner Vaughan

Roll Call – Clerk Jodi Fetting

Commissioners Present Virtual:

District 1 - Thomas Young - Columbia Township, Tuscola County, State of Michigan

District 2 - Thomas Bardwell - Ellington Township, Tuscola County, State of Michigan

District 3 - Kim Vaughan, Fremont Township, Tuscola County, State of Michigan  
(excused at 12:44 p.m.)

District 4 - Doug DuRussel - Tuscola Township, Tuscola County, State of Michigan

District 5 - Daniel Grimshaw - Vassar Township, Tuscola County, State of Michigan  
(excused at 1:46 p.m.)

Commissioner Absent - None

Also Present Virtual:

Clerk Jodi Fetting, Clayette Zechmeister, Eean Lee, Steve Anderson, Mike Miller, Tracy Violet, Mary Drier, Mark Haney, Treasurer Ashley Bennett, Debbie Babich, Steve Erickson, Jim McLoskey, Douglas Daniels, Matt Brown, Jana Brown, Heidi Chicilli, Pam Shook, Amanda Kohl, Sandy Nielsen, Jessica VanHove, Dara Hood, Barry Lapp, Dan Skiver, Kelly Quiroga, Eric Morris, Shelly Lutz, Sheriff Glen Skrent, Kim Brinkman

At 8:13 a.m., there were a total of 27 participants attending the meeting.

*Adoption of Agenda -*  
2021-M-073

Motion by Young, seconded by Grimshaw to adopt the agenda as amended.  
Roll Call Vote: Young - yes; Vaughan – yes; DuRussel - yes; Grimshaw - yes;  
Bardwell - yes. Motion Carried.

*Action on Previous Meeting Minutes -*  
2021-M-074

Motion by Young, seconded by DuRussel to adopt the meeting minutes from the  
March 25, 2021 Regular meeting, the March 31, 2021 Special Meeting and the  
April 12, 2021 Committee of the Whole. Roll Call Vote: Vaughan - yes;  
DuRussel - yes; Grimshaw - yes; Young - yes; Bardwell - yes. Motion Carried.

*Brief Public Comment Period for Agenda Items Only – None*

*Consent Agenda Resolution -*  
2021-M-075

Motion by Vaughan, seconded by Grimshaw that the Consent Agenda Resolution  
from the April 12, 2021 Committee of the Whole Meeting be adopted. Roll Call  
Vote: DuRussel - yes; Grimshaw - yes; Young - yes; Vaughan - yes; Bardwell -  
yes. Motion Carried.

## **CONSENT AGENDA**

**Agenda Reference:** A

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to approve the Michigan Indigent Defense Commission (MIDC) fiscal year 2022 compliance plan and cost analysis review and forward to Michigan Indigent Defense Commission for review and approval.

**Agenda Reference:** B

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to receive and place on file the 2021 Tuscola County Equalization Report as presented by Angie Daniels, Equalization Director. Also, all appropriate signatures are authorized.

**Agenda Reference:** C

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to enter into the Subrecipient Funding Agreement with the City of Midland, who will be acting fiduciary for the 2020 Homeland Security Grant Program. Also, all appropriate signatures are authorized.

**Agenda Reference:** D

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to receive and place on file the letter of resignation dated March 17, 2021 from Ann Hepfer, Health Officer. The date of resignation will be effective September 30, 2021.

**Agenda Reference:** E

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to schedule a public hearing to approve the potential changes in the County ORV Ordinance.

**Agenda Reference:** F

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to approve the County Ordinance numbering as presented by Jodi Fetting, County Clerk.

**Agenda Reference:** G

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to approve the following budget amendments to the Dispatch Fund as requested:  
Increase line item 218-334-704-040 by \$7,000.00.  
Increase line item 218-334-704-050 by \$2,000.00.  
Increase line item 218-334-713-000 by \$40,000.00.  
Offset is through the use of fund balance.

**Agenda Reference:** H

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to approve the following budget amendments to the Voted Mosquito Fund as requested:  
Increase line item 240-100-970-010 by \$21,000.00.  
Offset is through the use of fund balance.

**Agenda Reference:** I

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to approve Addendum #1 to Lease No. 10724 at the Michigan State Police building. The purpose of this addendum is to establish a set rental rate effective August 1, 2021, remove the annual rent computation, update lease language, and provide for connection of the facility to the municipal water system and upgrade the existing fire suppression system. Annual rent August 1, 2021 through July 31, 2025 is at the rate of \$52,821.96 per year, payable in installments of \$4,401.83 per month. Also, all appropriate signatures are authorized.

**Agenda Reference:** J

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to approve the Contract with TSSF Architects, Inc. dated March 30, 2021, Project 21-13 for fire suppression upgrades at the Michigan State Police Post in Caro in the amount of \$14,000.00. Scope of services for professional engineering services will include:  
Architectural Design  
MEP Engineering Services  
Civil Engineering Services  
Also, all appropriate signatures are authorized.

**Agenda Reference:** K

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to approve contract change order #1 to lease #6987 in the amount of \$1,831.50 at the Michigan Department of Health and Human Services (DHHS) building located at 1365 Cleaver Rd., Caro. DHHS has requested this change to install a panic bar type locking mechanism to the door at the lobby, to secure the lobby entrance when the office is closed. Upon completion, the State of Michigan shall pay Tuscola County for the CCO work in a lump sum addition to the next regularly scheduled rent payment. Also, all appropriate signatures are authorized.

**Agenda Reference:** L

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to approve a 2-year service agreement with Mood Media for music services as a sound masking solution for the H.H. Purdy Building for a cost of \$600.00 per year. In addition to the service, also approve the installation of speaker cable from Mitten Communication Services in the amount of \$1,497.50. Also, all appropriate signatures are authorized.

**Agenda Reference:** M

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move to approve the purchase of door replacements at the Animal Control Facility from Booms Construction as follows:

Garage – Aluminum \$4,300.00.

Cat Room – Aluminum with glass \$4,300.00.

Isolation Room – Aluminum \$3,950.00.

Main Entrance – Hollow Metal \$2,550.00.

Rear Door Kennel – Hollow Metal \$2,550.00.

Rear Door Garage – Hollow Metal \$2,550.00.

Total cost of project at: \$20,200.00.

Also, the following budgets be amended:

Reduce 483-937-017-002 by \$1,000.00.

Reduce 483-937-765-000 by \$2,500.00.

Increase 483-937-014-001 by \$3,500.00.

**Agenda Reference:** N

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move that per the request from Mike Miller, Building and Grounds Director, to approve the hiring of Scott Wieland to refill the vacant Part-Time Material Handler position effective April 19, 2021 at the starting wage of \$15.18 per hour at Step 1. Also pending favorable background, physical and drug screen.

**Agenda Reference:** O

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move that per the request from Ashley Bennett, County Treasurer, to approve the hiring of Olivia Klatt to refill a vacant position as an Account Clerk III at Step 1, Shannon Nelson to fill a vacant position, due to an in-office promotion, as an Account Clerk III at Step 1 and promote Samantha Dennis to the new Abstract/Tax Clerk-Foreclosure Specialist at Step 1. All will be effective April 19, 2021. Budget amendments are approved to the Treasurer's budget and the Tax Foreclosure fund. Also, all appointments or hirings are pending favorable background, physical and drug screen.

**Agenda Reference:** P

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move that per the request from Jodi Fetting, County Clerk, to approve the hiring of Kayla Begeman in the County Clerk's Office to fill the vacant Court Records Clerk II position at Step 1 rate of pay effective April 26, 2021. Also, this hiring is pending favorable background, physical and drug screen.

**Agenda Reference:** Q

**Entity Proposing:** COMMITTEE OF THE WHOLE 4/12/21

**Description of Matter:** Move that per the request from Jodi Fetting, County Clerk, to approve the promotion of Stacey Wilcox to the Chief Deputy Clerk position at Step 1 rate of pay, with an effective date of April 12, 2021.

*New Business -*

-Letter from Douglas Daniels Regarding Building Codes – Douglas Daniels explained his concern regarding Shelson Industries and the issues being experienced with Building Codes regarding the classification of the building for the business endeavor. Board discussed the hurdles that have been experienced with SCMCCI and the steps that would need to be taken to put the matter in front of the Tuscola County Construction Board of Appeals. A special Board meeting is to be scheduled for the week of April 19, 2021 to discuss this matter and other projects as discussed.

-Kohl Farms Update (matter added) – Commissioner Young provided an update regarding the meeting held yesterday between Kohl Farms, SCMCCI and the Health Department. It was agreed upon Kohl Farms could work under temporary permits to be able to install the windows and doors but the question still remains regarding residential versus commercial permits. Board discussed the matter at length.

-Airport Authority Board Update (matter added) – Commissioner Bardwell read a letter that was received regarding permits that have been issued by Indianfields Township and SCMCCI for Long’s Propane and the sand mining pit that is taking place within the airport overlay described in the airport ordinance.

-COVID-19 Medical Claims Dashboard and Weekly COVID-19 Digest Information Presentation – Daniel Skiver, Vice President Brown & Brown Insurance Agency, provided an overview of the Claims Dashboard through March 31, 2021 for employees that are a part of the County Plan. Kelly Quiroga reviewed an executive summary regarding COVID-19 Viral Prevalence, Testing and Vaccinations. Michigan is the third highest testing state in the nation.

-Recycling Fund Budget Amendment – Mike Miller provided an update regarding purchasing equipment from Thumb Industries who recently went out of business. Also, an opportunity for transportation of the equipment at a reduced rate became available.

2021-M-076

Motion by Grimshaw, seconded by Young that per the recommendation from Mike Miller, Buildings and Grounds Director and Recycling Director, to approve the following budget amendments to the Recycling Fund:

Increase Revenue line item 230-402-643-000 Sales by \$5,550.00

Increase Expense line item 230-402-970-003 Baler by \$4,500.00

Roll Call Vote: Grimshaw – yes; Young – yes; Vaughan – yes; DuRussel – yes; Bardwell – yes. Motion Carried.

-Building Code Discussion (continued from above) –

2021-M-077

Motion by Grimshaw, seconded by Vaughan that the Board seek a legal opinion regarding building code enforcement authority and it’s limit per our contract with SCMCCI for a special Board meeting to resolve decisions relating to Shelson Industries and Kohl Farms. Roll Call Vote: Young – yes; Vaughan – yes; DuRussel – yes; Grimshaw – yes; Bardwell – yes. Motion Carried.

Recessed at 11:02 a.m.

Reconvened at 11:12 a.m.

Roll Call Vote: Young, Bardwell, Vaughan, DuRussel, Grimshaw

*Old Business -*

- Michigan Counties that Have Adopted a State of Emergency – Steve Anderson, Emergency Services Coordinator, spoke as to which counties have adopted a Local State of Emergency. Board discussed the matter and would like to have it added to the April 26, 2021 Committee of the Whole meeting to discuss extending Tuscola County's order along with an updated report from Steve Anderson.
- Controller/Administrators by County – Clayette Zechmeister provided information in the agenda packet regarding the number of Controllers, Administrators and Controller/Administrators across the State. Information to be included in the April 26, 2021 Committee of the Whole Agenda packet.
- State Police Annexation – Next Steps – Clayette Zechmeister has notified Caro City Manager that the Board has approved moving forward with this project.
- Health Officer Employment Agreement – Commissioners would like to see the agreement that Tuscola County entered into with Huron County to establish the joint position. Matter to be added to the April 26, 2021 Committee of the Whole meeting.
- SCMCCI Discussion (continued from above) – Board continued the discussion of Building Codes and how it relates to pending projects.
- Off Road Vehicle (ORV) Ordinance Posting and Notifications (matter added) – Clayette Zechmeister asked for clarification on the public hearing notice as to where the public hearing will be held as the notice has time restrictions on posting. Board discussed holding the Public Hearing at Midway Hall. Matter to be placed on the April 26, 2021 Committee of the Whole meeting.
- Controller/Administrator Possibility of Separation of Duties (matter added) – Commissioner Bardwell has posed the question to legal counsel and is waiting on the response which will be provided upon receipt. Matter to be placed on an upcoming agenda when the information has been received.
- Village of Mayville – Gerds Property Update (matter added) – Treasurer Ashley Bennett provided an overview of the solution that was discussed at the April 12, 2021 Committee of the Whole meeting. Board discussed the matter.

Commissioner Vaughan excused at 12:44 p.m.

- Update on Upcoming Board of Commissioners meeting (matter added) – Commissioner Bardwell provided an update received regarding the spacing limitations for a meeting, mask requirements and protocol if COVID exposure happened at a meeting. Board discussed the matter.



-Request For Proposal (RFP) Building Codes (matter added) – Board reviewed the proposed RFP and the items included in the RFP. The Board does not want to include a predetermined fee schedule but would rather the entity bidding provide a proposed fee schedule. Revised RFP to be presented to legal counsel for review.

## **COMMISSIONER LIAISON COMMITTEE REPORTS**

### **GRIMSHAW**

Behavioral Health Systems Board

Recycling Advisory

Local Units of Government – Vassar Township is proceeding with adopting a Township Golf Cart Ordinance.

Jail Planning Committee

MI Renewable Energy Coalition (MREC)

### **DURUSSEL**

Board of Health – Meets tomorrow.

Community Corrections Advisory Board

Dept. of Human Services/Medical Care Facility Liaison

Genesee Shiawassee Thumb Works

Local Emergency Planning Committee (LEPC)

MAC Judiciary Committee

MEMS All Hazard

Local Units of Government Activity Report

### **BARDWELL**

Behavioral Health Systems Board

Caro DDA/TIFA – Farmer's Market structure is nearing completion and will be called the State Street Square.

Economic Development Corp/Brownfield Redevelopment

MAC 7<sup>th</sup> District – Meets on the 21<sup>st</sup> at 9:30 a.m.

MAC Workers Comp Board – Meets in June.

MAC Finance Committee

TRIAD

Local Units of Government Activity Report

### **YOUNG** – No Report

Board of Public Works

County Road Commission Liaison

Dispatch Authority Board

Genesee Shiawassee Thumb Works

Great Start Collaborative

Human Services Collaborative Council (HSCC)

Jail Planning Committee

MAC Agricultural/Tourism Committee  
 Region VI Economic Development Planning  
 Saginaw Bay Coastal Initiative  
 Senior Services Advisory Council  
 Tuscola 2020  
 Local Units of Government Activity Report

**VAUGHAN** - absent

Board of Health  
 County Planning Commission  
 Economic Development Corp/Brownfield Redevelopment  
 MAC Environmental Regulatory  
 Mid-Michigan Mosquito Control Advisory Committee  
 NACO-Energy, Environment & Land Use  
 Parks and Recreation Commission  
 Tuscola County Fair Board Liaison  
 Local Units of Government Activity Report

*Other Business as Necessary –*

-Department of Health and Human (DHHS) Boiler (matter added) - Mike Miller explained to the Board that the boiler system at the DHHS building has discontinued working this week. Johnson Controls assessed the situation and provided cost estimates. A replacement heat exchanger would be \$5,760.00 with no warranty and a new boiler would be \$10,987.00 with a 10-year warranty.

2021-M-078

Motion by Young, seconded by DuRussel that Johnson Controls install a new boiler system at the Department of Health and Human Services Building in the amount of \$10,987.00 with funds from the capital improvement fund line and all budget adjustments are authorized. Roll Call Vote: Vaughan – absent; DuRussel – yes; Grimshaw – yes; Young – yes; Bardwell – yes. Motion Carried.

At 1:41 p.m., there were a total of 23 participants attending the meeting.

*Extended Public Comment– None*

*Correspondence/Resolutions -*

-Mary Drier, Close Down Recommended  
 -Tuscola County Road Commission Minutes from March 18, 2021  
 -Genesee County Resolution #2021-200 in Support of Passage of Legislation to Adopt 4-year Terms for County Commissioners

Commissioner Grimshaw excused at 1:46 p.m.

-Hillsdale County Resolution #21-035 to Support the Hillsdale County Sheriff and Hillsdale County Prosecutor in not Enforcing or Prosecuting Unconstitutional Mandates Pertaining to the COVID-19 Pandemic

- Cheboygan County Resolution #2021-06 Supporting a Collective Effort by Michigan Counties in Opposing a Current and Future Orders Unilaterally Issued by Governor Whitmer and State Agencies in Response to COVID-19
- Cheboygan County Resolution #2021-07 Supporting Senate Bill 1 2021
- Cheboygan County Resolution #2021-09 in Support of Passage of Legislation to Adopt 4-year Terms for County Commissioners
- Berrien County Resolution Urges the Governor's Administration to Reach a Compromise with the Michigan Legislature and Their Recommended Relief Initiatives, in the Very Near Future, That Would Release These Funds Into the Hands of the Business and Communities that Need it Most.

2021-M-079

Motion by Young, seconded by DuRussel to adjourn the meeting at 1:49 p.m.  
Roll Call Vote: Grimshaw - absent; Young - yes; Vaughan - absent; DuRussel - yes; Bardwell - yes. Motion Carried.

Meeting adjourned at 1:49 p.m.

Jodi Fetting  
Tuscola County Clerk