



# MINUTES

## Board of Commissioners

### Meeting

8:00 AM - Thursday, July 27, 2023

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

---

Commissioner Vaughan called the regular meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the H.H. Purdy Building Board Room, 125 W. Lincoln Street, Caro, MI 48723, on Thursday, July 27, 2023, to order at 8:00 AM local time.

Prayer - Commissioner Lutz

Pledge of Allegiance - Commissioner Koch

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, Mike Miller, Judge Amy Grace Gierhart, Shannon Nelson, Grace Mosher, Angie Daniels, Cody Horton, Shelly Lutz

Also Present Virtual: Tracy Violet, Shawn Robinson, Cody Horton, Mary Drier, Debbie Babich, Cindy McKinney-Volz, Isaac White, Amanda Ertman, Nancy Cook, Mark Haney, Mitchell Holmes, Brandon Bertram, Jessica VanHove, Alicia Miller, Robert Baxter, Renee Francisco, Barry Lapp

At 8:04 a.m., there were a total of 14 participants attending the meeting virtually.

#### Adoption of Agenda

1. Adoption of Agenda -

2023-M-175

Motion by Thomas Young, seconded by Bill Lutz to adopt the agenda as presented.  
Motion Carried.

#### Action on Previous Meeting Minutes

1. Action on Previous Meeting Minutes -

2023-M-176

Motion by Bill Lutz, seconded by Matt Koch to adopt the meeting minutes from the July 13, 2023 Regular meeting. Motion Carried.

### **Brief Public Comment Period for Agenda Items Only**

None

### **Consent Agenda**

2023-M-177

Motion by Thomas Young, seconded by Matt Koch that the Consent Agenda Minutes and Consent Agenda Items from the July 24, 2023 Committee of the Whole meeting be adopted. Motion Carried.

### **CONSENT AGENDA**

#### 1. Refill Vacant Seasonal Utility Person Position -

Move that per the request from Larry Zapfe, Mosquito Abatement Director, that Brittany Benjamin be hired to fill the vacant Seasonal Utility Person position at the current pay rate of \$14.00 an hour, pending approval of satisfactory background, drug and physical screening.

#### 2. Request to Use Courthouse Lawn for Suicide Awareness Prevention Banner -

Move to approve the request from Susan R. Holder, Tuscola Behavioral Health Systems (TBHS), to use the Courthouse lawn, specifically near the West Sherman Street corner, from September 1, 2023 to September 29, 2023 for the placement of a banner for Suicide Awareness Prevention.

#### 3. Municipal Employees Retirement System (MERS) Officer Delegate -

Move that Debbie Babich, Fiscal Personnel Analyst, be appointed as the Officer Delegate and Clayette Zechmeister, Controller/Administrator, be appointed as the Alternate Officer Delegate to attend the Municipal Employees Retirement System (MERS) Annual Conference from September 27, 2023 through September 29, 2023.

#### 4. Municipal Employees Retirement System (MERS) Employee Delegate -

Move that Skylar Thurlow, Corrections Deputy, be appointed as the Employee Delegate and Brian Harris, Lieutenant, be appointed as the Alternate Employee Delegate to attend the Municipal Employees Retirement System (MERS) Annual Conference from September 27, 2023 through September 29, 2023.

## New Business

1. Out-of-State Travel Request -

Honorable Amy Grace Gierhart explained the request to attend an out-of-state conference.

2023-M-178

Motion by Thomas Young, seconded by Bill Lutz that per the request from the Honorable Amy Grace Gierhart that she and the Honorable Jason Bitzer attend the upcoming All Rise Treatment Court Institute, Judicial Practitioner Training in Oklahoma City, Oklahoma. Sufficient funds are available in the current Unified Court Budget. Motion Carried.

2. Child Care Fund Projected Costs and In-Home Care Parent Education and Supervised Visitation Education Program -

2023-M-179

Motion by Matt Koch, seconded by Bill Lutz that the Fiscal Year 2024 Child Care Fund budget including both the Family Court at \$801,563.55 and the Department of Health and Human Services (MDHHS) at \$320,000.00 be approved and submitted to the state. Also, all appropriate signatures are authorized once the form is available from the State of Michigan. Motion Carried.

3. 2023-2024 Michigan Department of Health and Human Services (MDHHS) Contract with List Psychological Services -

2023-M-180

Motion by Bill Lutz, seconded by Thomas Young to approve the contract with List Psychological Services not to exceed \$73,100.00 to provide services to children or families who have active Michigan Department of Health and Human Services (MDHHS) Tuscola County Child Protective Services (CPS) Category I or II cases or MDHHS Tuscola County Foster Care Cases (CFC) with children under the age of 18, or Tuscola County Family Court Delinquency cases, effective October 1, 2023 through September 30, 2024. Also, all appropriate signatures and budget amendments are authorized. Motion Carried.

4. Lease Amendment for Dost Property, LLC -

2023-M-181

Motion by Thomas Young, seconded by Bill Lutz that the Lease Amendment for the Dost Property storage facility be approved in accordance with Section 3 Titled Term, of the Storage Lease entered into on June 10, 2021, and the commencement date for lease payments will be August 1, 2023. All legal reviews and recommendations have been completed by our corporate counsel, Braun Kendrick. Also, all appropriate signatures are authorized. Motion Carried.

5. American Institute of Architects (AIA) Contract Document for the Peoples State Bank (PSB) Building -

Mike Miller, Director of Buildings and Grounds, explained the proposed contract for the project.

2023-M-182

Motion by Bill Lutz, seconded by Matt Koch that the American Institute of Architects (AIA) Contract Document for the Peoples State Bank (PSB) Building be approved. All legal reviews and recommendations have been completed by Tuscola County's Corporate counsel, Braun Kendrick. Also, all appropriate signatures are authorized. Motion Carried.

6. Grant Application to the Michigan Department of Environment, Great Lakes, & Energy (EGLE) to Submit in Round 2 of the Creating a Culture of Resilience Capacity -

2023-M-183

Motion by Matt Koch, seconded by Bill Lutz to approve that a letter of support be sent to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) in support of the East Michigan Council of Governments (EMCOG) proposal being submitted for Round 2 of the Creating a Culture of Resilience Capacity 2023 Grant. The proposal is to provide multiple workshops for both municipal employees and the public on methods to mitigate damage resulting from Lake Huron flooding and erosion. Also, all appropriate signatures are authorized. Motion Carried.

7. Closed Session Regarding Security (Exempt from Disclosure) -

2023-M-184

Motion by Matt Koch, seconded by Bill Lutz that the Board meet in Closed Session under Section 8(h) of the Open Meetings Act to consider material exempt from discussion or disclosure by state or federal statute specifically, records or information of measures designed to protect the security or safety of County employees, officials and visitors, as well as County property, which are exempt from disclosure as a public record under Section 13(y) of the Freedom of Information Act. Also, Clayette Zechmeister, Jodi Fetting, Eean Lee, Mike Miller, Shelly Lutz, Angie Daniels, Shannon Nelson, Grace Mosher, and Cody Horton are authorized to attend at 8:32 a.m. Motion Carried.

Reconvened from Closed Session at 8:47 a.m.

Recessed at 8:47 a.m.

Reconvened at 8:57 a.m.

At 8:04 a.m., there were a total of 14 participants attending the meeting virtually.

8. Budget Amendment for LaForce Security System Project (matter added) -

2023-M-185

Motion by Thomas Young, seconded by Bill Lutz that additional funding of \$10,974.00 be added for security in line item 244-259-977-000 (Automatic Door Lock Badge ID) through the use of fund balance in the Equipment/Technology Fund for Tuscola County Buildings. Also, additional applications for grants be explored to cover some of these costs by Eean Lee and Shelly Lutz. Motion Carried.

9. GovOS Contract for the County Clerk's Office -

2023-M-186

Motion by Bill Lutz, seconded by Thomas Young that per the recommendation from Eean Lee, Chief Information Officer (CIO), that the 1st amendment to the Agreement for Records Management and Imaging System with Kofile for records management in the County Clerk's Office be approved. GovOS is a corporate affiliate to Kofile Technologies and the successor in interest to the agreement. Also, all appropriate signatures are authorized. Motion Carried.

**Old Business**

None

**Correspondence/Resolutions**

1. Legislative Update 7-21-23 - The Michigan Association of Counties
2. Spend Your Lunch Break with Michigan Association of Counties (MAC) Podcase 83
3. Ontonagon County Resolution 2023-11 State of Michigan Sanitary Code Board would like a similar resolution prepared for the next Board meeting for consideration.

**Commissioner Liaison Committee Reports**

***Bardwell***

Behavioral Health Systems Board  
Meets tonight.

Caro DDA/TIFA  
Meeting cancelled.

Economic Development Corp/Brownfield Redevelopment

MAC 7th District

Tuscola County will host in October. The sanitary code was a topic discussed.

MAC Workers Comp Board

MAC Finance Committee

Local Units of Government Activity Report

***Young***

Board of Public Works

County Road Commission Liaison  
Audit presentation was favorable.

Dispatch Authority Board

Genesee Shiawassee Thumb Works

Great Start Collaborative  
Human Services Collaborative Council (HSCC)  
MAC Agricultural/Tourism Committee  
Region VII Economic Development Planning  
Saginaw Bay Coastal Initiative  
Senior Services Advisory Council  
Tuscola 2020  
Local Units of Government Activity Report

***Vaughan***

Board of Health  
County Planning Commission  
Economic Development Corp/Brownfield Redevelopment  
There are many projects underway. There is a feasibility study schedule for the Caro Dam.  
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

***Lutz***

Board of Health  
The septic code was discussed.  
Community Corrections Advisory Board  
Department of Human Services/Medical Care Facility Liaison  
Genesee Shiawassee Thumb Works  
Meets Friday.  
Jail Planning Committee  
Local Emergency Planning Committee (LEPC)  
MAC Judiciary Committee  
MEMS All Hazard  
Local Units of Government Activity Report

Human Development Commission Board of Directors Liaison  
Brian Neuville will present to the Board in the near future.

***Koch***

Commissioner Koch requested an updated Provision of Government Services fund balance sheet.

Behavioral Health Systems Board

Recycling Advisory

Jail Planning Committee

MI Renewable Energy Coalition (MREC)

Local Units of Government

**Other Business as Necessary**

None

At 9:12 a.m., there were a total of 18 participants attending the meeting virtually.

**Extended Public Comment**

None

**Adjournment**

2023-M-187

Motion by Matt Koch, seconded by Bill Lutz to adjourn the meeting at 9:13 a.m. Motion Carried.

Jodi Fetting  
Tuscola County Clerk, CCO