



# MINUTES

## Board of Commissioners

### Meeting *as amended*

8:00 AM - Thursday, August 17, 2023

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

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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, August 17, 2023, to order at 8:00 AM local time.

Prayer - Commissioner Vaughan

Pledge of Allegiance - Commissioner Bardwell

Roll Call - Clerk Fetting

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

Commissioners Absent: Thomas Young

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Clayette Zechmeister, Mike Miller, Treasurer Ashley Bennett, Matt Taylor, Jamie Nisidis, Judge Amy Grace Gierhart, Judge Jason E. Bitzer, Cindy McKinney-Volz, Sheila Long

Also Present Virtual: Tracy Violet, Shawn Robinson, Jon Ramirez, Debbie Babich, Mary Drier, Mark Haney, Alecia Little, Tim Green, Cindy Hughes, Bob Baxter, Barry Lapp, Mike Slade, Mitchell Holmes, Greg Rynearson, Nick Sakon, Register Marianne Brandt, Shannon Beach, Cindy McKinney-Volz, Sheriff Glen Skrent

At 8:05 a.m., there were a total of 11 participants attending the meeting virtually.

#### **Adoption of Agenda**

1. Adoption of Agenda -

2023-M-188

Motion by Bill Lutz, seconded by Matt Koch to adopt the agenda as amended. Motion Carried.

#### **Action on Previous Meeting Minutes**

1. Action on Previous Meeting Minutes -

2023-M-189

Motion by Bill Lutz, seconded by Matt Koch to adopt the regular meeting minutes and the closed session minutes from the July 27, 2023 meeting. Motion Carried.

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

None

### **Consent Agenda**

2023-M-190

Motion by Bill Lutz, seconded by Matt Koch that the Consent Agenda Minutes and Consent Agenda Items from the August 14, 2023 Committee of the Whole meeting be adopted. Motion Carried.

### **CONSENT AGENDA**

1. 2022 Annual Comprehensive Financial Report (ACFA) (Audit) -  
Move that the 2022 Tuscola County Annual Comprehensive Financial Report as presented by Matt Holland with Gabridge & Company be received and placed on file.
2. Friend of the Court (FOC) 2024 Cooperative Reimbursement Program (CRP) Grant Agreement Changes -  
Move that the MDHHS CRP-2024 Grant Agreement revised language be approved. Also, all appropriate signatures are authorized.
3. Brown & Brown of Central Michigan Enrollment Agreement -  
Move that the Enrollment Agreement with Brown & Brown to serve as a conduit for employee enrollments, changes and terminations and to receive written notification with applicable data from the Company and submit to applicable carrier(s) be approved. The term of this Agreement shall commence on August 1, 2023 and continue for a period of one (1) year and shall automatically renew for additional one (1) year periods, unless terminated sooner. All legal reviews have been completed by our Corporate counsel, Braun Kendrick. Also, all appropriate signatures are authorized.
4. Use of Courthouse Steps -  
Move to approve the request from Dave Kolacz to hold a rosary gathering on the Courthouse steps October 14, 2023 from 11:00 a.m. to 1:00 p.m.
5. Refill Vacant Full-Time Dispatch Position -  
Move that per the request from Jonathon Ramirez, Dispatch Director, to appoint Olivia Rivera-Hall to fill a vacant full-time 911 Dispatcher position at Step 2 (~~\$20.94~~ \$18.89 per hour), with a tentative start date of September 4, 2023 pending satisfactory background check, physical and drug screen. *Motion Amended per 2023-M-207*

6. Refill Vacant Full-Time Corrections Officer Position -

Move that per the request from Undersheriff Baxter that Hannah Dooley be hired to fill an open full-time Corrections position, pending a satisfactory background investigation, physical & drug test. Hannah will start at Step 1 at the full-time part-time wage of \$19.73 per hour. Her anticipated start date will be August 14 23, 2023. *Motion Amended per 2023-M-208*

**New Business**

1. Presentation of the December 31, 2022 Annual Actuarial Valuation Report -  
Matt Taylor, Regional Manager, Municipal Employees' Retirement System (MERS) of Michigan, presented to the Board regarding the County MERS fund.

2023-M-191

Motion by Thomas Bardwell, seconded by Bill Lutz that the December 31, 2022 Municipal Employees' Retirement Annual Actuarial Valuation Report as presented by Matt Taylor, Regional Manager with Municipal Employees' Retirement System (MERS) of Michigan be received and placed on file. Motion Carried.

2. Closed Session Regarding Written Legal Opinion -

2023-M-192

Motion by Matt Koch, seconded by Bill Lutz that the Board meet in closed session under section 8(1)(h) of the Open Meetings Act to consider a written legal opinion exempt from disclosure under section 13(1)(g) of the Michigan Freedom of Information Act, with Jamie Nisidis, Clayette Zechmeister, Jodi Fetting, Eean Lee, and Mike Miller, to be allowed to attend the closed session at 8:40 a.m.

Roll Call Vote:

Yes: Thomas Bardwell, Kim Vaughan, Bill Lutz, and Matt Koch

Absent: Thomas Young

Motion Carried.

Recessed to Closed Session at 8:40 a.m.

Reconvened at 9:01 a.m.

At 9:01 a.m., there were a total of 15 participants attending the meeting virtually.

Board discussed the need to have city water at the Michigan State Police Post in Caro.

3. County Treasurer's Office Restructure -  
Ashley Bennett, Treasurer, explained the request to reclassify staff in the Treasurer's Office.

2023-M-193

Motion by Thomas Bardwell, seconded by Bill Lutz that per the request from Ashley Bennett, Treasurer, that Kayla Siegel be reclassified from an Account Clerk III to an Abstract Tax Clerk at Step 2 of the pay scale and Estee Bitzer be moved from Abstract Tax Clerk Step 1 to Abstract Tax Clerk Step 2. Also, the vacant Account Clerk III position be eliminated to accommodate for the restructure. Also, all necessary budget amendments are authorized. Motion Carried.

4. 2023 Indianfields Winter Collection Intergovernmental Agreement - Ashley Bennett, Treasurer, explained that she is working with the Township to enter into another agreement for the upcoming collection season.
5. Smith Drain -

2023-M-194

Motion by Matt Koch, seconded by Thomas Bardwell that Resolution 2023-18 for Smith Drain Notes, Series 2023 be approved and placed on file.

Roll Call Vote:

Yes: Thomas Bardwell, Kim Vaughan, Bill Lutz, and Matt Koch  
Absent: Thomas Young

Motion Carried.

Clayette Zechmeister reviewed the amortization schedule as was discussed at the August 14, 2023 Committee of the Whole meeting.

6. Refill Vacant Full-Time Corrections Officer Position -

2023-M-195

Motion by Matt Koch, seconded by Bill Lutz that per the request from Undersheriff Baxter that Raquel Fuller be hired to fill an open full-time Corrections position, pending a satisfactory background investigation, physical & drug test. Raquel will start at Step 1 at the full-time wage of \$19.73 per hour. Her anticipated start date will be August 16, 2023. Motion Carried.

7. New Body Cameras for Sheriff Deputies - Eean Lee, Chief Information Officer (CIO), explained the request he received from the Sheriff's Office.

2023-M-196

Motion by Bill Lutz, seconded by Matt Koch that the agreement with Axon to provide additional body cameras be accepted and signed. These cameras will provide the remaining Road Patrol Officers and Detectives with the ability to record their daily duties. It will also provide the Sheriff's Office, the County Prosecutor's Office and the Courts video evidence. All appropriate budget amendments also be made in the Road Patrol fund. Motion Carried.

Recessed at 9:27 a.m.

Reconvened at 9:36 a.m.

At 9:37 a.m., there were a total of 18 participants attending the meeting virtually.

8. Unified Court Budget Line-Item Adjustments -

Judge Amy Grace Gierhart and Judge Jason E. Bitzer met with Clayette Zechmeister to work out the details needed for budget adjustments.

2023-M-197

Motion by Bill Lutz, seconded by Matt Koch that per the request from the Honorable Jason Bitzer, that due to the complexities of the Warrant Clerk position, that the Unified Court be approved to hire a replacement prior to the current Warrant Clerk's retirement date of December 31, 2023 or sooner. Sufficient funds are available in the Unified Court Budget due to vacancies. Motion Carried.

2023-M-198

Motion by Matt Koch, seconded by Bill Lutz to budget \$7,240.00 for unemployment in the Unified Court budget line item 101-130-719-000 through the transfer of funds from the 101-130-704-000. Funds are available due to vacancies. Motion Carried.

2023-M-199

Motion by Bill Lutz, seconded by Matt Koch that \$28,000.00 be moved from account 101-130-705-000 Unified Court Salaries Part-Time budget, to the 101-130-704-000 Unified Court Salaries Permanent line item as the employee's pay was processed through the 704 line item. Motion Carried.

2023-M-200

Motion by Matt Koch, seconded by Bill Lutz that \$5,000 be moved from Contingency 101-890-965-999 to 101-130-704-000. This will account for the additional Magistrate duties that were inadvertently left out of the 2023 budget that were approved in 2022. Motion Carried.

**Old Business**

None

**Correspondence/Resolutions**

1. Department of Health and Human Services (DHHS) Child Care Fund Increase in Reimbursement 8-2-23
2. Economic Development Corporation Letter 7-27-23
3. Michigan Association of Counties (MAC) Overview of Benefits for Tuscola County
4. The Michigan Association of Counties Legislative Update 8-4-23
5. The Michigan Association Counties Legislative Update 8-11-23
6. Kalkaska County Resolution 2023-32 Preempting Control of Aggregate for Roads

7. Kalkaska County Resolution 2023-33 Opposing Septic Statewide Regulations  
Board would like to have a resolution prepared to review at the next Board meeting.

## **Commissioner Liaison Committee Reports**

### ***Young***

Absent

Board of Public Works  
County Road Commission Liaison  
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  
Meets tomorrow.  
County Planning Commission  
Economic Development Corp/Brownfield Redevelopment  
Meets next week.  
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  
Meets tomorrow.

Community Corrections Advisory Board  
Department of Human Services/Medical Care Facility Liaison  
Genesee Shiawassee Thumb Works  
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  
Update provided regarding funds received for lead abatement.

***Koch***

Behavioral Health Systems Board  
Recycling Advisory  
Meet last week upcoming changes were discussed.  
Jail Planning Committee  
Committee is looking at options.  
MI Renewable Energy Coalition (MREC)  
Local Units of Government

***Bardwell***

Behavioral Health Systems Board  
Caro DDA/TIFA  
Economic Development Corp/Brownfield Redevelopment  
MAC 7th District  
Meets in October.  
MAC Workers Comp Board  
Meets in September.  
MAC Finance Committee  
NACo Rural Auction Caucus (RAC)  
Local Units of Government Activity Report

**Other Business as Necessary**

Commissioner Bardwell let the Board know that Amanda Roggenbuck's father passed away and expressed condolences to the family.

At 9:50 a.m., there were a total of 15 participants attending the meeting virtually.

**Extended Public Comment**

None

**Adjournment**

2023-M-201

Motion by Bill Lutz, seconded by Matt Koch to adjourn the meeting at 9:51 a.m. Motion Carried.

Jodi Fetting  
Tuscola County Clerk, CCO