



# MINUTES

## Board of Commissioners

### Meeting

8:00 AM - Thursday, December 14, 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, December 14, 2023, to order at 8:00 AM local time.

Prayer - Commissioner Koch

Pledge of Allegiance - Commissioner Young

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, Cindy Hughes, Kristy Sutherland, Bob Baxter, Debbie Babich, Shelly Lutz

Also Present Virtual: Tracy Violet, Mary Drier, Mark Haney, Jon Ramirez, Debbie Babich, Steve Root, Renee Francisco, Cody Horton, Amanda Ertman, Treasurer Ashley Bennett, Mark Haney, Crystal Knoblock, Mary Drier, Shannon Beach, Dara Hood, Cindy McKinney-Volz, Matt Brown, Barry Lapp, Register Marianne Brandt, Carrie Tabar, Brandon Bertram

At 8:04 a.m., there were a total of 17 participants attending the meeting virtually.

#### **Adoption of Agenda**

1. Adoption of Agenda -

2023-M-261

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

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

1. Action on Previous Meeting Minutes -

2023-M-262

Motion by Bill Lutz, seconded by Matt Koch to adopt the meeting minutes from the November 30, 2023 Regular meeting and Closed Session. Motion Carried.

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

None

**Consent Agenda**

2023-M-263

Motion by Matt Koch, seconded by Bill Lutz that the Consent Agenda Minutes and Consent Agenda Items from the December 11, 2023 Committee of the Whole meeting be adopted. Motion Carried.

**CONSENT AGENDA**

1. Michigan Department of Health and Human Services (MDHHS) Tuscola County Community Presentation -

Move to receive and place on file the 2023 Michigan Department of Health and Human Services Annual Report.

2. Tuscola County Health Department (TCHD) Update and Year End Report -

Move to receive and place on file the 2021-2022 Tuscola County Health Department (TCHD) Annual Report.

3. Tuscola County Health Department (TCHD) Personnel Policy Revisions-

Move to approve the Tuscola County Health Department (TCHD) Personnel Policy Revisions as presented to be effective January 1, 2024.

4. Tuscola County Health Department (TCHD) 2024 Fee Schedule Changes -

Move to approve the 2024 Tuscola County Health Department (TCHD) Fee Schedule as presented to be effective January 1, 2024.

5. Right to Life Request to Hold Its Annual Memorial Service in front of the Tuscola County Courthouse on January 21, 2024 -

Move to approve the request from Right to Life to hold its Annual Memorial Service in front of the Tuscola County Courthouse on Sunday, January 21, 2024 at 3:00 P.M.

6. Conditional Job Offer to Nolan Knickerbocker to Fill Vacant Corrections Position -

Move to approve the conditional job offer to Nolan Knickerbocker to fill a vacant full-time Corrections Officer position. His anticipated start date will be December 19, 2023 at the Step 1

rate of \$19.73 per hour. All pre-employment requirements have been met including a satisfactory background check, physical and drug test.

## **New Business**

1. Purdy Building Repairs -

Mike Miller, Building and Grounds Director, presented the matter at the Committee of the Whole meeting on December 11, 2023.

### 2023-M-264

Motion by Bill Lutz, seconded by Thomas Bardwell to approve the repair work to the Purdy Building Lintels by National Restoration Inc. not to exceed \$149,000.00 plus the additional \$15,000.00 for the windows for a total project cost of \$164,000.00. Also, all appropriate signatures and a budget amendment through the use of fund balance in the Capital Improvements Fund (483) are authorized. Motion Carried.

2. Tuscola County Planning Commission Appointment -

Jodi Fetting, County Clerk, CCO, presented the applications received at the Committee of the Whole meeting on December 11, 2023.

### 2023-M-265

Motion by Thomas Young, seconded by Thomas Bardwell to approve the appointment of Estee Bitzer to the Tuscola County Planning Commission for a 3-year term beginning January 1, 2024. Motion Carried.

3. 2024 Tuscola County Clerk Stipend Restructure -

Matter was discussed at the October 26, 2023 and December 11, 2023 meetings.

### 2023-M-266

Motion by Thomas Bardwell, seconded by Thomas Young to approve the 2024 revised Election Programming stipend for the County Clerk.

- If there are 15 or less ballot styles in one election, then the stipend payment per ballot style is \$85.00 for each Tabulator programmed and \$15.00 for each Voter Assist Terminal programmed.
- If there are 16 to 30 ballot styles in one election, then the stipend payment would be a flat stipend of \$2,000.00.
- If there are 31 or more ballot styles, then the stipend payment would be a flat stipend of \$3,000.00.

Stipend to be paid to the County Clerk at the conclusion of canvassing an election and documentation to be provided to the Human Resource Director for payment. The stipend is to be charged to the Election Budget (101-191). This only applies if the election programming is completed in-house and not contracted out. This is effective January 1, 2024. \$12,000.00 has been included in the proposed 2024 wage line item in the Election Budget (101-191). Motion Carried.

## **Old Business**

1. Fiscal Year 2024 Michigan State University (MSUe) Agreement for Extension Services (matter added) -  
Clayette Zechmeister presented the proposed agreement between Tuscola County and MSUe.

2023-M-285

Motion by Matt Koch, seconded by Bill Lutz that the 2024 agreement with Michigan State University for Extension Services be approved and all appropriate signatures are authorized. Motion Carried.

## **Correspondence/Resolutions**

1. RAP Grant Awarded for AED Project
2. RAP Grant Awarded for Door Lock Badge Identification (ID) System
3. RAP Grant Awarded for Tasers
4. RAP Grant Awarded for Beacon Emergency Security System
5. Road Commission Upcoming Public Hearing Notice

## **Commissioner Liaison Committee Reports**

### ***Koch***

No Report

Behavioral Health Systems Board

Recycling Advisory

Jail Planning Committee

MI Renewable Energy Coalition (MREC)

Local Units of Government

### ***Bardwell***

No Report

Behavioral Health Systems Board

Caro DDA/TIFA

Economic Development Corp/Brownfield Redevelopment

MAC 7th District

MAC Workers Comp Board

MAC Finance Committee

NACo Rural Action Caucus (RAC)

## Local Units of Government Activity Report

### **Young**

Board of Public Works

County Road Commission Liaison

Dispatch Authority Board

Genesee Shiawassee Thumb Works  
Met last week.

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

In October 2023, there were 53 people added to the home delivered meals program.

Tuscola 2020

Local Units of Government Activity Report

### **Vaughan**

Board of Health

Meets tomorrow.

County Planning Commission

Met and an update was provided.

Economic Development Corp/Brownfield Redevelopment

The EDC has agreed to partner with MSUe program. A search for a new EDC Director will begin as Steve Erickson is retiring at the end of December 2023. The EDC Board and policies will remain in effect. MSUe Director and the EDC Board will jointly oversee the EDC Director. Debbie Powell has been named the Board Chair and Bob Wolak has been named the Board Vice-Chair.

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

**New Business continued from above**

- 1. Closed Session -

2023-M-268

Motion by Thomas Bardwell, seconded by Bill Lutz that the Board meet in Closed Session, pursuant to Section 8(c) of the Open Meetings Act, in order to discuss strategy connected with the negotiation of collective bargaining agreements with Clayette Zechmeister, Jodi Fetting, Shelly Lutz, Robert Baxter, and Eean Lee to be allowed to attend the closed session at 8:30 a.m.

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

Motion Carried.

Recessed to Closed Session at 8:30 a.m.

Reconvened from Closed Session at 9:07 a.m.

At 9:07 a.m., there were a total of 25 participants attending the meeting virtually.

Recessed to Public Hearing at 9:07 a.m.

Reconvened from Public Hearing at 9:41 a.m.

At 9:41 a.m., there were a total of 24 participants attending the meeting virtually.

Recessed at 9:41 a.m.

Reconvened at 9:50 a.m.

At 9:50 a.m., there were a total of 23 participants attending the meeting virtually.

**Old Business continued from above**

- 1. 2024 Budget Public Hearing -  
Public Hearing was held today.

2023-M-287

Motion by Thomas Young, seconded by Matt Koch to approve the General Appropriations Act adopting the 2024 County Budget and a copy of the adopted budget to be incorporated into the Financial Reporting Section, including moving the \$1,160.00 from the Board of Public Works (BPW) budget to the Contingency Fund, on the county website, making this information available to County Officials and the public.

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

Motion Carried.

**Lutz**

No Report

Board of Health

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

**Other Business as Necessary**

- People State Bank (PSB) Building - Commissioner Bardwell addressed the project timeline and if it could be expedited. Director Miller provided an update that the Contractor is on schedule at this time but it is expected that there will be supply chain issue for some items. Demolition of the interior portion of the building has begun. The lease is a 20-year lease.

At 9:59 a.m., there were a total of 24 participants attending the meeting virtually.

**Extended Public Comment**

None

**Adjournment**

2023-M-270

Motion by Bill Lutz, seconded by Matt Koch to adjourn the meeting at 9:59 a.m.  
Motion Carried.

Jodi Fetting  
Tuscola County Clerk, CCO