



MINUTES

Board of Commissioners

Meeting

8:00 AM - Thursday, October 10, 2024

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, October 10, 2024, 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, Steve Anderson, Mike Miller, Linda Strasz, Jon Ramirez, Angie Daniels, Shelly Lutz

Also Present Virtual: Tracy Violet, Mary Drier, Mark Haney, Register Marianne Brandt, Brandon Bertram, Carrie Tabar, Ashley Gaudett, Karlee Romain, Debbie Babich, Renee Francisco, Greg Ryneerson, Tom McLane, Cody Horton, Amanda Ertman, Shannon Nelson, Jodi Barrons, Bonnie Fackler, Barry Lapp, Sheriff Glen Skrent, Bob Baxter, Shannon Beach, Tim Green, Tyler Ray

At 8:03 a.m., there were a total of 16 participants attending the meeting virtually.

Adoption of Agenda

1. Adoption of Agenda -

2024-M-237

Motion by Thomas Young, seconded by Matt Koch to adopt the agenda as presented.
Motion Carried.

Action on Previous Meeting Minutes

1. Action on Previous Meeting Minutes -

2024-M-238

Motion by Matt Koch, seconded by Bill Lutz to adopt the meeting minutes from the September 23, 2024 Regular meeting, September 23, 2024 Closed Session and October 2, 2024 Special meeting. Motion Carried.

Brief Public Comment Period for Agenda Items Only

None

Consent Agenda

None

New Business

1. Amendment to Motion 2024-M-207 Regarding Rate of Full-Time Kennel Attendant Effective September 9, 2024 -
Shelly Lutz, Human Resource Director, explained the request to correct the hourly rate and the start date.

2024-M-239

Motion by Bill Lutz, seconded by Thomas Young that per the request from Tyler Ray, Animal Control Director, to eliminate the two part-time Kennel Attendant positions to create one full-time position. Also, move that per the request from Tyler Ray, Animal Control Director, that Vincent Ferreira, be promoted from his current position as part-time Kennel Attendant to the full-time Kennel Attendant position at his current rate of pay of \$16.82 per hour which is Step 2 on the pay scale effective September 16, 2024. Also, any necessary potential budget adjustments are authorized. This motion is to correct the previous motion 2024-M-207 that stated the rate of pay as \$16.12 per hour. Motion Carried.

2. Promotion of Echo Torrez -
Shelly Lutz, Human Resource Director, presented the request to promote Echo Torrez with the completion of her Michigan Certified Assessing Officer certification.

2024-M-240

Motion by Matt Koch, seconded by Bill Lutz to approve that per the September 26, 2024 correspondence from Equalization Director, Angie Daniels, that Echo Torrez be promoted from Appraiser I to Appraiser II, as a result of Echo successfully passing the Michigan Certified Assessing Officer (MCAO) training certification course. This promotion will be effective September 30, 2024 at Step 1 on the pay scale which is \$22.70 per hour. Also, any necessary potential budget adjustments are authorized. Motion Carried.

3. Appointment of Commissioner to Multi-County Recycling Committee -
Commissioner Vaughan explained that a Tuscola County Commissioner needs to be appointed to the Multi-County Recycling Committee.

2024-M-241

Motion by Matt Koch, seconded by Thomas Bardwell to approve the appointment of Commissioner Lutz to the Multi-County Recycling Committee. Motion Carried.

4. ID Networks MI Livescan System for 2025 -

Jodi Fetting, County Clerk, explained the need to use CPL fund balance to pay for the Livescan Fingerprinting system.

2024-M-242

Motion by Bill Lutz, seconded by Matt Koch to budget the use of Fund Balance in the 263 Concealed Licensing Fund for the Clerk's Livescan System including the Scanner, Software and Laptop Configuration for one year. Motion Carried.

5. Galaxy Office Machines Payment Request for August 4, 2023 through August 4, 2024 -

Jodi Fetting, County Clerk, explained the need to have funds moved to this line item to pay for services as that was missed in the original lease paperwork.

2024-M-243

Motion by Matt Koch, seconded by Bill Lutz to approve a budget amendment to line item 101-265-934-000 for the Clerk's office copier yearly contract in the amount of \$3,360.00 for 2024 and for this also to be included in the 2025 budget. Motion Carried.

6. Supplier Agreement Between Tuscola County Recycling and Recycle Services, LLC - Mike Miller, Director of Recycling, explained that this has been previously approved by the Board but he is asking for the official agreement to be approved at this time.

2024-M-244

Motion by Bill Lutz, seconded by Matt Koch to approve the Supplier Agreement between Tuscola County Recycling and Recycling Services, LLC as presented by Mike Miller, Director of Recycling and authorize all necessary signatures. Motion Carried.

7. Contract with Ottawa County Juvenile Detention Center -

Linda Strasz, Chief Juvenile Probation Officer, presented the proposed 3-year contract for approval.

2024-M-245

Motion by Bill Lutz, seconded by Matt Koch to approve the bed rental contract with Ottawa County Juvenile Detention Center and authorize all necessary signatures. Motion Carried.

8. Booms Construction Inc. - Change Proposal Request (CPR) # 23-021-011 for Fiber Cement Siding Over Brick -

Mike Miller, Director of Building and Grounds, explained the change order request.

2024-M-246

Motion by Matt Koch, seconded by Bill Lutz to approve Change Proposal Request (CPR) #23-021-011 from Booms Construction for the People's State Bank (PSB) Building for fiber cement siding over brick in the amount of \$3,519.00 and authorize all necessary signatures. Motion Carried.

9. Booms Construction Inc. - Change Proposal Request (CPR) #23-021-012 for Fiber Cement Window Trims -
Mike Miller, Director of Building and Grounds, explained the change order request.

2024-M-247

Motion by Bill Lutz, seconded by Matt Koch to approve Change Proposal Request (CPR) #23-021-012 from Booms Construction for the People's State Bank (PSB) Building for fiber cement window trims in the amount of \$1,805.00 and authorize all necessary signatures. Motion Carried.

10. Booms Construction Inc. - Change Proposal Request (CPR) #23-021-013 for Door 122 - New Hardware -
Mike Miller, Director of Building and Grounds, explained the change order request.

2024-M-248

Motion by Bill Lutz, seconded by Matt Koch to approve Change Proposal Request (CPR) 23-021-013 from Booms Construction for the People's State Bank (PSB) Building for new door 122 (Option B) in the amount of \$3,850.00 and authorize all necessary signatures. Motion Carried.

11. Approval of Fiscal Year (FY) 2024 Emergency Management Performance Grant (EMPG) Agreement -
Steve Anderson, Emergency Services Manager, presented the request to approve the grant.

2024-M-249

Motion by Matt Koch, seconded by Bill Lutz to approve the Fiscal Year (FY) 2024 Emergency Management Performance Grant (EMPG) Agreement and authorize all necessary signatures. Motion Carried.

12. Purchase Request for Motorola Radios for the Cass City Police Department -
Steve Anderson, Emergency Services Manager, explained the request.

2024-M-250

Motion by Bill Lutz, seconded by Thomas Young to approve the purchase request for Motorola radios for the Cass City Police Department which is a Homeland Security Project via Law Enforcement Terrorism Prevention Activity (LETPA) and is 100% reimbursed. The cost of the radios is \$33,481.02 and the microphone fees are \$1,500.00 for a total purchase of \$34,981.02. Also authorize all necessary signatures and a budget amendment to this account for initial purchase. Motion Carried.

13. Auditing Services for Fiscal Year 2024 -

Commissioner Vaughan explained that the contract Tuscola County had with Gabridge & Company expired in 2023 and was not renewed at that time. The concern is that it is too late to put out a Request For Proposal (RFP) for 2024. The County will reach out to Gabridge & Company for a 1-year extension to cover 2024.

The Board would like to put an RFP out in 2025 for auditing services in 2026.

2024-M-251

Motion by Thomas Bardwell, seconded by Thomas Young to request an extension of auditing services with Gabridge & Company for Fiscal Year (FY) 2024. Motion Carried.

14. Software as a Service Subscription Agreement between HIEBA System Solutions, LLC and Tuscola County -

Jon Ramirez, 911 Director, explained the software program that would assist in tracking available emergency resources in Tuscola County in a live system environment.

2024-M-252

Motion by Bill Lutz, seconded by Matt Koch to approve Jon Ramirez and Eean Lee to facilitate a workable agreement between HIEBA System Solutions, LLC and Tuscola County and to then be presented to County legal counsel for review. Motion Carried.

15. Remonumentation Peer Group Appointment -

Jodi Fetting, County Clerk, explained the request for appointment to partial terms.

2024-M-253

Motion by Matt Koch, seconded by Bill Lutz to approve the appointment of Gil Bonno to the Remonumentation Peer Group to replace Scott McCool and Ken Dunton to replace Mark Powell to partial terms effective September 1, 2024 through December 31, 2024. Motion Carried.

16. Proposed Resolution 2024-13 Opposing the Use of State Lands by Camp Grayling by Permit -

2024-M-254

Motion by Bill Lutz, seconded by Matt Koch to approve Resolution 2024-13 Opposing the Use of State Lands by Camp Grayling by Permit and authorize all necessary signatures.

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

Motion Carried.

17. Resolution 01-2024 Recommending Trevor Keyes to the County of Tuscola Brownfield Redevelopment Authority Board of Directors to the Tuscola County Commissioners -
Jodi Fetting, Tuscola County Clerk, explained the request received from the Brownfield Redevelopment Authority.

2024-M-255

Motion by Bill Lutz, seconded by Thomas Young to appoint Trevor Keyes to the Brownfield Redevelopment Authority Board of Directors.
Motion Carried.

18. Economic Development Commission (EDC) Resolution to Appoint Trevor Keyes to the EDC Board of Directors -
Jodi Fetting, Tuscola County Clerk, presented the request received from the EDC Board.

2024-M-256

Motion by Matt Koch, seconded by Bill Lutz to approve the appointment of Trevor Keyes to the Economic Development Corporation (EDC) Board of Directors. Motion Carried.

19. Discussion of Potential Special Audit for Controller/Administrator's Office -
Commissioner Vaughan presented a request to have a special audit completed due to the resignation of the Controller-Administrator in order to have a place to move forward from. Board discussed the matter.

Board would like to have the matter added back to the next Board agenda to provide details of which financial firm to complete the audit, the style of audit to be completed, the cost of the audit, and the time-frame the audit can be completed in.

2024-M-257

Motion by Bill Lutz, seconded by Thomas Young to have Clayette Zechmeister reach out to a financial firm to complete a special audit, at the firm's discretion, due to the change in hands of the Controller-Administrator's position, in an amount of up to \$15,000.00. Motion Carried.

20. New Line Item and Budget Amendment to the 532 Fund for Security Service -
Eean Lee, Chief Information Officer, explained the security measures have been put in place and a line item needs to be established for payment.

2024-M-258

Motion by Matt Koch, seconded by Bill Lutz to approve the request to create a new expense line item in the 532 Forfeiture Fund for the Security Services in the Purdy Building. Also, move to approve a budget amendment in the amount of \$30,000.00 to this line item for the 2024 services. Motion Carried.

Old Business

None

Correspondence/Resolutions

1. Washtenaw County Board of Commissioners Resolution #24-194
2. Wexford County Board of Commissioners Resolution #24-20

Commissioner Liaison Committee Reports

Bardwell

Behavioral Health Systems Board

Caro DDA/TIFA -

Lauren Amellal's position has been extended as a part-time for the next 3 markets.

Economic Development Corp/Brownfield Redevelopment

MAC 7th District -

October 14, 2024 at 9:00 a.m. to be held virtual. Agenda will be distributed soon.

MAC Workers Comp Board -

Meets October 30, 2024.

MAC Finance Committee

NACo Rural Action Caucus (RAC) -

Met yesterday with discussion regarding USDA federal programming.

Local Units of Government Activity Report -

Ellington Township has begun work on repairing the Township Hall.

Young

Reported that Commissioners Young, Vaughan and Lutz attended the MAC Conference. There were some good breakout sessions and he was able to make contact with other County Commissioners.

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 -

Amanda Ertman has received her letter of approval to be a fully appointed Health Officer effective September 30, 2024.

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

Lutz

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 -

There is a new app available to download, Tuscola County Connections, for County residents to download to provide information on programs and services available.

Human Development Commission Board of Directors Liaison

Koch

No Report

Behavioral Health Systems Board

Recycling Advisory

Jail Planning Committee
MI Renewable Energy Coalition (MREC)
Local Units of Government

Other Business as Necessary

-Renee Francisco stated she is currently working on MAC 7th agenda and to please forward items to her that need to be placed on the agenda.

At 9:26 a.m., there were a total of 26 participants attending the meeting virtually.

Extended Public Comment

None

Adjournment

2024-M-259

Motion by Matt Koch, seconded by Bill Lutz to adjourn the meeting at 9:26 a.m.
Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO