



# MINUTES

## Board of Commissioners

### Meeting

8:00 AM - Thursday, January 30, 2025

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, January 30, 2025, to order at 8:00 AM local time.

Prayer - Commissioner Koch

Pledge of Allegiance - Commissioner Vaughan

Roll Call - Deputy Clerk Katherine Robinson

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

Commissioners Absent: District 1 - Vacant

Others Present In-Person: Katie Robinson, Tracy Violet, Steve Anderson, Mike Miller, Shelly Lutz, Tyler Ray, Brian Harris, Clayette Zechmeister, Dan Lisowski, Shannon, Sheriff Ryan Robinson, Robert Baxter

Also Present Virtual: Eean Lee, Mary Drier, Clerk Jodi Fetting, Angie House, Honorable Judge Thane, Tanya Pisha, Karlee Romain, Jon Ramirez, Greg Rynearson, Linda Strasz, Drain Commissioner Dara Hood, Debbie Babich, Amanda Ertman, Angie Daniels, Barry Lapp, Ashley Gaudett, Bonnie Fackler, Cindy Hughes, Carrie Tabar, Cindy McKinney-Volz, Judy Cockerill, Cody Horton, Kyle Nordstrom, Rebecca Evens, Estee Bitzer, Renee Francisco, Emory Close, Rebecca Evans

At 8:02 a.m., there were a total of 23 participants attending the meeting virtually.

#### **Adoption of Agenda**

1. Adoption of Agenda -

2025-M-013

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

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

1. Action on Previous Meeting Minutes -

2025-M-014

Motion by Matt Koch, seconded by Bill Lutz to adopt the meeting minutes from the January 13, 2025 Regular meeting. Motion Carried.

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

None

**Consent Agenda**

2025-M-015

Motion by Bill Lutz, seconded by Matt Koch that the Consent Agenda Minutes and Consent Agenda Items from the January 27, 2025 Committee of the Whole meeting be adopted. Motion Carried.

1. Move to approve the equipment purchase request from Steve Anderson, Emergency Manager, from Dunn Hardware & Supply for \$3,701.96 as presented and authorized all signatures.
2. Move to approve the 2024-2025 Clean Sweep Grant for \$25,000.00 effective October 1, 2024 through September 30, 2025 as presented and authorize all signatures.
3. Move to approved that per the request of Larry Zapfe, Mosquito Director, Mosquito Control's 2025 material request to purchase 7,150 gallons of Kontrol 4-4 from Veseries Inc. at a cost of \$22.68 per gallon and total cost of \$162,162.00. Also, approve the purchase of 528 gallons of VectoBac 12As from Valent BioSciences Inc. at a cost of \$25.00 per gallon and total cost of \$13,200.00 and the purchase of 80 – 40 pound bags of VectoBac G at a cost of \$49.96 per bag and total cost of \$3,996.80 and authorize all signatures.
4. Move to accept and place on file, with regret, the retirement letter from Brian Harris, Jail Administrator.

**New Business**

1. Presentation of Resolution Honoring Brian Harris, Jail Administrator -

2025-M-016

Motion by Bill Lutz, seconded by Matt Koch to approve and place on file the Retirement Resolution 2025-01 presented to Brian Harris, Jail Administrator.

Roll Call Vote:

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

Absent: John Goodchild

Motion Carried.

2. Increased Fees for the Animal Shelter -

Tyler Ray, Animal Control Director, explained the reason for the increase.

2025-M-017

Motion by Bill Lutz, seconded by Matt Koch to approve the new shelter and vet fees for the Animal Shelter as presented. Motion Carried.

3. Change Order from Booms Construction for the People's State Bank (PSB) - Mike Miller, Director of Building and Grounds and Recycling, explained that the change order was to replace light fixtures in one of the offices.

2025-M-018

Motion by Matt Koch, seconded by Bill Lutz to approve the Change Proposal Request (CPR) #23-021-017 from Booms Construction to remove six (6) type A light fixtures from room 201 and install six (6) type B light fixtures, in the amount of \$2,977.70 for the People's State Bank (PSB) building and authorize all signatures. Motion Carried.

4. I.T. Services - Interlocal Agreement with Oakland County - Eean Lee, Chief Information Officer, explained that the agreement is a renewal and there is no additional cost.

2025-M-019

Motion by Bill Lutz, seconded by Matt Koch to approve the Interlocal Agreement for I.T. services with Oakland County for a period of 5 years and authorize all signatures. Motion Carried.

5. Airport Zoning Board of Appeals (AZBA) - Jodi Fetting, County Clerk, explained the vacancies on the board.

2025-M-020

Motion by Thomas Bardwell, seconded by Bill Lutz to approve Lloyd Uhl to fill the one of two vacancies to the Airport Zoning Board of Appeals with a full-term expiring December 31, 2027. Motion Carried.

## **Old Business**

1. Drug Treatment Court Case Manager Request -

2025-M-021

Motion by Bill Lutz, seconded by Matt Koch to approve, that per the request of the Honorable Amy Grace Gierhart, that \$37,800.00 be approved to be used from the opioid settlement funds to cover the continuing cost of the Drug Treatment Court Case Manager. Motion Carried.

2. Law Clerk Position Request -

2025-M-022

Motion by Matt Koch, seconded by Thomas Bardwell to approve, that per the request of the Honorable Amy Grace Gierhart, that a total amount of \$28,000.00 be approved for the 2025 budget for the position of a part-time Law Clerk with all budget amendments authorized as necessary. Motion Carried.

3. Lobby Ambassador Agreement with JCL Protection, LLC -

2025-M-023

Motion by Bill Lutz, seconded by Matt Koch to approve the Lobby Ambassador Agreement with JCL Protection, LLC effective February 1, 2025 through September 30, 2026 as presented. Price will remain at \$37.00 per hour until March 10, 2025 when it will increase to \$40.00 per hour until January 1, 2026 when it will increase to \$42.50 per hour. This will be paid from the Treasurer's Foreclosure Fund. Also, all signatures are authorized. Motion Carried.

4. Mosquito Control 2025 Hiring of Seasonal Employees Request -

2025-M-024

Motion by Matt Koch, seconded by Bill Lutz to re-hire Mosquito Abatement seasonal employee, Marianne Daily, in February 2025 to fill the Office Assistant position at the rate of \$17.32 per hour, pending the results of a satisfactory background check, drug screen and physical. Motion Carried.

5. Tablets for Inmates -

2025-M-025

Motion by Bill Lutz, seconded by Matt Koch to approve the purchase of tablets for inmates from IC Technology through August 31, 2029 for streaming entertainment content at \$.05 per minute and email/text/photo sharing at \$0.25 per message/photo as well as providing free educational content, as presented and authorize all signatures. Motion Carried.

6. Animal Control Sign -

Mike Miller, Director of Building and Grounds and Recycling, explained that running electrical to the sign is optional.

2025-M-026

Motion by Matt Koch, seconded by Bill Lutz to accept the donated sign from Michael Daly created for the Animal Shelter. Motion Carried.

7. Memorandum of Understanding -

Shelly Lutz, Human Resource Director/Interim Administrator, explained that the memorandum does not affect business at the local pharmacies.

2025-M-027

Motion by Matt Koch, seconded by Bill Lutz to approve the Memorandum of Understanding with McLaren Caro Region as presented to be effective December 11, 2024 for a term of 5 years and authorize all signatures. Motion Carried.

8. Pitney Bowes Postage Machine Lease Renewal Proposal for Tuscola County -

2025-M-028

Motion by Thomas Bardwell, seconded by Bill Lutz to approve the new postage machine lease with Pitney Bowes as presented at \$403.87 per month for a term of 60-months to be billed quarterly at \$1,211.61 and authorize all signatures. Motion Carried.

9. Genesee Shiawassee Thumb Works Board Open Position -

2025-M-029

Motion by Bill Lutz, seconded by Thomas Bardwell to appoint Commissioner Matt Koch to serve on the Genesee Shiawassee Thumb Works Board. Motion Carried.

10. Board Rules of Order -

2025-M-030

Motion by Bill Lutz, seconded by Matt Koch to approve the Board Rules of Order adopted January 30, 2025. Motion Carried.

11. Prosecutor Request to Fill Vacant Assistant Prosecuting Attorney Position -

2025-M-031

Motion by Matt Koch, seconded by Bill Lutz to approve the hiring of Bernard Alan LaBombard, Jr. to fill the open full-time Assistant Prosecuting Attorney position with a tentative start date of January 31, 2025 starting at Step 2 at the rate of \$73,409.19 annually and to receive the Supplemental Pay of \$500.00 per pay until the remaining Assistant Prosecuting Attorney position is filled. This is contingent on a satisfactory background check, drug screen and physical. Motion Carried.

12. Chief Accountant Position -

2025-M-032

Motion by Thomas Bardwell, seconded by Bill Lutz to approve to post and advertise for the Chief Accountant position in the Controller's Office with an annual wage range of between \$58,229.99 and \$65,551.22. Motion Carried.

13. Veterans Affairs Appointment to the Vacant Veterans Affairs Committee Position -

2025-M-033

Motion by Matt Koch, seconded by Bill Lutz to approve the appointment of Robert Summersett to the vacant 4-year term on the Veterans Affairs Committee expiring on December 31, 2028. Motion Carried.

## **Correspondence/Resolutions**

None

## **Commissioner Liaison Committee Reports**

### ***Lutz***

Board of Health -

- There was a meeting last week.

Community Corrections Advisory Board -

- An update was provided stating that the budget will fall short and additional funding may be requested.

Department of Human Services/Medical Care Facility Liaison -

- There was a meeting last week. They are putting down new flooring.

Genesee Shiawassee Thumb Works -

- The next meeting will be in March.

Jail Planning Committee

Local Emergency Planning Committee (LEPC)

MAC Judiciary Committee

MEMS All Hazard

Multi-County Recycling Committee

Local Units of Government Activity Report

Human Development Commission Board of Directors Liaison

### ***Bardwell***

Behavioral Health Systems Board

Caro DDA/TIFA -

- A new Market Manager, Paige Rushlo, was hired.

Economic Development Corp/Brownfield Redevelopment

MAC 7th District

MAC Workers Comp Board -

- There will be a meeting on April 2, 2025 and Commissioner Bardwell will be the Chair.

MAC Finance Committee -

- They are putting their committee together.

NACo Rural Action Caucus (RAC) -

- A meeting is planned for February 2025.

Local Units of Government Activity Report

### ***Vaughan***

Board of Health

County Planning Commission

Economic Development Corp/Brownfield Redevelopment -

- They are looking at relocating to the MSU Extension building.

MAC Environmental Regulatory

Mid-Michigan Mosquito Control Advisory Committee

NACO-Energy, Environment & Land Use

Parks and Recreation Commission -  
- They are inquiring about putting in a canoe launch on the Washburn Road property. Currently, there is no access to the river, so the Commission is looking into building a road.

Tuscola County Fair Board Liaison

Local Units of Government Activity Report

***Koch***

No Report

Behavioral Health Systems Board

Recycling Advisory

Jail Planning Committee

MI Renewable Energy Coalition (MREC)

Local Units of Government

***Vacant***

Board of Public Works

County Road Commission Liaison

Dispatch Authority Board

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

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Local Units of Government Activity Report

**Other Business as Necessary**

None

**Extended Public Comment**

None

## **Adjournment**

2025-M-034

Motion by Bill Lutz, seconded by Matt Koch to adjourn the meeting at 8:46 a.m.  
Motion Carried.

Katherine Robinson  
Tuscola County Deputy Clerk