



MINUTES

Board of Commissioners

Meeting

8:00 AM - Thursday, June 26, 2025

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, June 26, 2025, to order at 8:00 AM local time.

Prayer - Commissioner Goodchild

Pledge of Allegiance - Commissioner Vaughan

Roll Call - Clerk Fetting

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

Commissioners Absent: None

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Steve Anderson, Mike Miller, Jon Ramirez, Shelly Lutz, Erica Dibble, Jim Tussey, Judy Cockerill

Also Present Virtual: Tracy Violet, Mary Drier, Brandon Bertram, Echo Torrez, Rob Wrona, Bob Baxter, Ryan Pierce, Angie Daniels, Debbie Babich, Cindy McKinney-Volz, Scienna Nieschulz, Shannon Nelson, Angie House, Bonnie Fackler, Karlee Romain, Judy Cockerill, Linda Strasz, Shannon Beach, Tanya Pisha, Toni James, Register Marianne Brandt, Alecia Little, Barry Lapp, Tricia Sharp, Rita Papp, Ashley Gaudett, Renee Francisco, Tom Gilchrist, Cody Horton, Curtis Elenbaum, Kyle Nordstrom, Jon Ramirez, Clerk Jodi Fetting, Steve Anderson

At 8:05 a.m., there were a total of 24 participants attending the meeting virtually.

Adoption of Agenda

1. Adoption of Agenda -

2025-M-148

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 -

2025-M-149

Motion by Matt Koch, seconded by Bill Lutz to adopt the meeting minutes from June 12, 2025 Regular meeting. Motion Carried.

Brief Public Comment Period for Agenda Items Only

None

Consent Agenda -

2025-M-150

Motion by Matt Koch, seconded by Bill Lutz that the Committee of the Whole Minutes from June 23, 2025 meeting be adopted. Motion Carried.

New Business

1. Fundraising 5K Event -

Jon Ramirez, 911 Dispatch Director, presented a fundraising effort being led by the Mayville Museum of History and Genealogy with a portion of the proceeds to be donated to the 911 Dispatch Center.

2025-M-151

Motion by Thomas Bardwell, seconded by Matt Koch that any proceeds received from fundraising efforts by the Mayville Museum of History and Genealogy be approved and all funds placed in a separate line item in the 911 Dispatch Center's budget. Funds raised are not to be used for campaign purposes for a 911 Dispatch millage. Motion Carried.

2. Marine Patrol New Hire Shawn Kish -

Robert Baxter, Undersheriff, presented the candidate for the vacant position.

2025-M-152

Motion by Bill Lutz, seconded by Matt Koch to approve Shawn Kish to fill the part-time vacant Marine Patrol Deputy position at a rate of \$21.96 per hour at Step 1 pending a favorable background check, drug test and physical. His anticipated start date is June 28, 2025. Motion Carried.

3. Corrections New Hire Keaton Lemon - Robert Baxter, Undersheriff

Robert Baxter, Undersheriff, presented the candidate for the vacant position.

2025-M-153

Motion by Matt Koch, seconded by John Goodchild to approve Keaton Lemon to fill a vacant full-time Corrections Deputy position to start on or about July 11, 2025 at Step 1 at a rate of \$21.96 per hour. Motion Carried.

4. Discussion regarding the Tuscola County Organizational Chart as presented on January 13, 2025 Motion 2025-M-010 -
The Organizational Chart that is included in the audit report was presented to the Board. Board discussed the Organizational Chart and that it provides a high-level overview.
5. 2024 Allocations Update -
Erica Dibble, Chief Accountant, reviewed the need for Animal Control to be allocated additional funds in the Department's 2024 budget in the amount of \$11,387.00 for the budget to be in audit compliance as it was overbudget in 2024.

2025-M-154

Motion by Matt Koch, seconded by Thomas Bardwell to approve the 2024 General Fund Appropriation of \$11,387.00 for Fund 239 from 101-965-999-239 transfer out of General Fund to 239-100-699-101 transfer into Animal Control. The 2025 Animal Control budget to be reviewed by August 1, 2025 to determine if the appropriation of above funds can be reimbursed back to the General Fund. Motion Carried.

2025-M-155

Motion by Matt Koch, seconded by Bill Lutz to approve the 2024 General Fund Appropriation of \$104.00 for Fund 233 from General Fund line-item 101-965-999-233 transfer to line-item 233-100-699-101 Mental Health. Motion Carried.

6. Recommendation for Adult Probation HVAC Replacement -
Mike Miller, Buildings/Grounds and Recycling Director, reviewed the bids received for the project. Due to the limited warranty on the equipment proposed by Kapala, Director Miller is recommending Airworks Heating and Cooling as the equipment is name brand and has a longer warranty. The bids were sealed bids although due to time constraints the bids were opened with Shelly Lutz in order to allow for time to review the bids and present a recommendation.

The bids that were received were:

1. Airworks Heating and Cooling, Sanford - \$26,396.46
2. Kapala Heating and Air Conditioning, Lapeer - \$19,900.00
3. Engineered Climate LLC, Auburn Hills - \$28,630.00

2025-M-156

Motion by Bill Lutz, seconded by Thomas Bardwell to approve the bid from Airworks LLC, for the Adult Probation HVAC replacement in the amount of \$26,396.46 to be paid from the Capital Improvement Fund and authorize all necessary signatures. All necessary budget amendments are authorized from the 483 Capital Improvement Fund Balance. Motion Carried.

7. Justice AV Solutions (JAVS) Shared Courtroom Proposal -
Eean Lee, Chief Information Officer, explained that installing JAVS at the PSB Building was missed in the original design. In order for the community room to be able to be used as an additional courtroom as that was part of the original plan, JAVS would be needed in order to record the court hearing.

The PSB Building project did have a contingency fund built into the project costs but Building and Grounds Director Miller stated that various change orders have depleted that portion of the project budget.

CIO Lee has \$31,695.00 in his budget that was planned for a video wall that he can put towards the cost of the JAVS system but there will still be a shortfall.

2025-M-157

Motion by Bill Lutz, seconded by Matt Koch to approve the Justice AV Solutions (JAVS) proposal for the new shared courtroom for the People's State Bank (PSB) Building to be paid as follows: \$31,695.00 from the PSB Video Wall line-item 244-259-971-031 and \$55,047.00 from the PGS Fund line-item 101-000-390-000, per the recommendation of Eean Lee, Chief Information Officer. All necessary budget amendments are authorized. Motion Carried.

8. Airport Authority 2025 Update -
Jim Tussey reviewed the Airport KCFS 2025 Report. An update on the two court cases involving the Airport Authority were reviewed. Joe Greene is the Airport Manager and the Airport Zoning Administrator.

2025-M-158

Motion by Matt Koch, seconded by John Goodchild to approve and place on file the Airport Authority KCFS 2025 Update report as presented. Motion Carried.

Recessed at 9:56 a.m.

Reconvened at 10:06 a.m.

At 10:06 a.m., there were a total of 26 participants attending the meeting virtually.

Old Business

1. Economic Development Commission (EDC) Update -
Jim Tussey, EDC Chairman, provided an update on recent staff changes of the EDC. Alisha Proctor has been appointed as the EDC Director and Jim McLoskey will be a part-time Interim Assistant Director. There has been a discussion to reduce the number of Board members down to 9 members.

The EDC has plans to move into office space in the County Building used by Michigan State University Extension (MSUe). MSUe is working on a plan design to renovate the interior of the building. Mike Miller and Eean Lee have met with Karly Creguer regarding the plan design.

With EDC utilizing office space in that County Building it promotes cost savings and a shared partnership between the two departments.

A Letter of Understanding is being drafted between the EDC and MSUe. This would provide an operational understanding between the two departments.

2025-M-159

Motion by Thomas Bardwell, seconded by Matt Koch to approve the Economic Development Commission (EDC) moving into the County Building used by Michigan State University Extension (MSUe) contingent upon receiving an approval of a memorandum of understanding between the County and the EDC. Motion Carried.

2025-M-160

Motion by Matt Koch, seconded by Thomas Bardwell that requested renovations by Michigan State University Extension (MSUe) made to the County Building will be funded from MSUe millage funds and a private donor with no use of county general funds. The Board authorizes an amount up to \$25,000.00 from the MSUe for necessary renovations to the interior of the building with a detailed expense report to follow. All budget amendments as necessary are authorized. Motion Carried.

2. People State Bank (PSB) Building Room Rentals -

Mike Miller, Buildings/Grounds and Recycling Director, presented possible rental rates for the community room at the PSB Building. If it is rented during business hours Monday through Friday, the proposed cost would be \$300.00. If it is rented during non-business hours or weekends, the proposed cost would be \$350.00. There would not be a rental fee for governmental entities. It is proposed that the rental fee would provide a \$100 stipend to the IT Department Staff that would be scheduled to assist with AV needs when AV equipment is requested, a \$100.00 stipend to the Maintenance Department Staff scheduled for any set-up/tear-down if needed or requested and the remaining would go to the County.

The Board would like a proposed Community Room Request Form/Contract to be developed. The Board would like to know if the renter would need to present a liability rider for use of the Community Room. Matter to be placed on the July 14, 2025 Committee of the Whole meeting agenda.

3. 2025 Remonumentation Grant (matter added) -

Erica Dibble, Chief Accountant, reviewed the 2025 Remonumentation Grant and that the State has confirmed the grant is in process. She is expecting the grant to be approved soon.

2025-M-161

Motion by Thomas Bardwell, seconded by John Goodchild to approve the 2025 Remonumentation Surveying Contracts with Advance Surveying Inc. for \$27,388.47 and William A. Kibbe & Associates, Inc. for \$28,758.98 and to authorize the Board Chair to sign. All budget amendments as necessary are authorized. Motion Carried.

4. Continued Discussion to Hire a Controller/Administrator -

The Board discussed the need to have a Controller/Administrator appointed. The audit is almost completed. The Board understands that the audit has taken a priority currently. The Board needs to have a financial update to the status of the County's 2025 budget once the audit is completed. The 2026 Budget process also needs to be underway soon.

Commissioner Vaughan would like the Board to consider appointing Erica Dibble as the Controller/Administrator. The Board discussed this option at length as well as the need to hire a Chief Accountant if it is decided to proceed with the appointment.

The Board discussed setting up a Personnel Committee meeting to discuss the pay rate, effective date and a contract for the Controller/Administrator position with Erica Dibble as the proposed Controller/Administrator.

The Controller/Administrator appointment is to be placed on the July 14, 2025 Committee of the Whole meeting.

2025-M-162

Motion by Matt Koch, seconded by John Goodchild to approve the posting of the Chief Accountant position in the Controller's Office to begin recruitment efforts with the current Chief Accountant, Erica Dibble, to review and approve the description. Motion Withdrawn.

2025-M-163

Motion by Matt Koch, seconded by John Goodchild to approve the posting of the Chief Accountant position in the Controller's Office to begin recruitment efforts with the current Chief Accountant, Erica Dibble, to review and approve the job description which includes the previously approved 2025 salary range of \$58,229.99 to \$65,551.22. Motion Carried.

Clerk Fetting excused at 11:21 a.m.

Correspondence/Resolutions

1. Washtenaw County Resolution 25-123
2. Ontonagon County Resolution 2025-04
3. Economic Development Corporation Letter

Commissioner Liaison Committee Reports

Lutz

No Report

Board of Health

Community Corrections Advisory Board

Genesee Shiawassee Thumb Works

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

Goodchild

Board of Public Works

Department of Human Services/Medical Care Facility Liaison

Behavioral Health Systems Board

County Road Commission Liaison -

Attended the last Road Commission meeting and was able to introduce himself. The Road Commission has started roadside mowing.

Great Start Collaborative

Human Services Collaborative Council (HSCC)

MAC Agricultural/Tourism Committee

Region VII Economic Development Planning

Saginaw Bay Coastal Initiative

Local Units of Government Activity Report

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

Vaughan

No Report

Board of Health
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

Koch

No Report

Dispatch Authority Board
Genesee Shiawassee Thumb Works
Recycling Advisory
Jail Planning Committee
MI Renewable Energy Coalition (MREC)
Local Units of Government

Other Business as Necessary

Commissioner Bardwell encouraged everyone to visit the Vietnam Moving Wall at the Caro Soccer Fields this weekend.

Extended Public Comment

None

Adjournment

2025-M-164

Motion by Bill Lutz, seconded by John Goodchild to adjourn the meeting at 11:53 a.m.
Motion Carried.

Jodi Fetting
Tuscola County Clerk, MCCO

Judy Cockerill
Deputy Clerk