

**Tuscola County Board of Commissioners
Committee of the Whole
Monday, April 22, 2019 – 8:00 A.M.
HH Purdy Building - 125 W. Lincoln, Caro, MI**

Commissioners Present: District 1 - Thomas Young, District 2 - Thomas Bardwell, District 3 - Kim Vaughan, District 4 - Mark Jensen, District 5 - Daniel Grimshaw

Absent: None

Also Present: Chief Deputy Clerk Caryl Langmaid, Mike Miller, Eean Lee, Tisha Jones-Holubec, Clayette Zechmeister, Jim McLoskey, Steve Erickson, Sheriff Glen Skrent, Renee Francisco, Sandra Nielsen, Rahm Mormando, Register John Bishop, Jim Mantey, Mark Ransford, Cameron Ransford, Shelly Lutz, Jean Doss (via teleconference)

Finance/Technology

Committee Leaders-Commissioners Young and Jensen

Primary Finance/Technology

1. **Updated County and Local Unit of Government Financial Information** - Clayette Zechmeister presented the County & Local Government Fund Financial Information.
2. **MREC Wind Turbine Invoice and SB 46** - Renee Francisco explained the process of how the invoice that Tuscola County receives from Huron County Economic Development Corporation (EDC) for legal fees are calculated and disbursed among the townships who have wind turbines. She asked for direction from the Board on whether to invoice Juniata Township. The Board would like the Controller's Office to communicate with Juniata Township regarding the legal fee invoice process before billing.
3. **Connecting Michigan Communities Grant Program** - Eean Lee presented the Connecting Michigan Grant Program. This program could be valuable to Townships as it identifies a project with local Townships to bring internet to areas who currently have little options. State of Michigan would subsidize the build out costs. The Board requested that the Clerk take this information to the Township Clerks to share with their districts.
4. **New Kronos Time Attendance and BSA Finance/General Ledger Software** - Eean Lee provided an update. All employees are currently punching in and out on both time systems and the system will be live in two weeks. At that time, the old time system will no longer be in service. Clayette Zechmeister gave the update on the BSA Finance/General Ledger Software. They had the kick off meeting last week.
5. **Update Regarding Caro Psychiatric Hospital – Jean Doss Capital Services** - Jean Doss updated the Board on what Capital Services has done to date to keep the State Psychiatric Hospital in Caro. She is very encouraged with the process thus far. Tisha Jones-Holubec informed the Board that the City of Caro is planning to adopt a resolution to keep the Psychiatric Hospital in Caro at the City Board Meeting on Monday, April 22, 2019.

6. Airport Authority, Airport Planning and Airport Zoning Boards -

Commissioner Young attended an ~~Airport Authority Meeting~~ Road Commission Meeting and was questioned why the Board of Commissioners appoints the vacancies to the Airport Zoning Board. Jim Mantey asked if the Board appoints vacancies to the Airport Zoning Board the why does the Airport Authority Board exist? Mr. Mantey asked the Board to take a look at the By-laws for the Airport Authority Board and turn the authority for the Airport Zoning Board back over to the Airport Authority Board.

7. Hiring Freeze - Matter was discussed at length. Clayette to gather information on the motion that implemented the hiring freeze.

Recessed at 9:00 a.m.

Reconvened at 9:07 a.m.

On-Going and Other Finance

Finance

1. Resolve Remaining Assessing/Taxation Disputes with Wind Turbine Companies – SB 46
2. Water Rates Paid for County Facilities Along M24 and Deckerville Roads
3. Opioid Lawsuit
4. State Assessing Changes
5. Preparation of Updated Multi-Year Financial Plan
6. Continue Review of Road Commission Legacy Costs
7. 2018 Comprehensive Annual Report Development
8. Convert to New State Chart of Accounts
9. 2020 Budget Development
10. Second Year MIDC Plan and Budget
11. Determine if any Drain Bonds can be Retired Early or Refinanced

Technology

1. Animal Control Camera and Other Security - Cameras have been installed and the project has been completed.
2. New Server and Network Storage Capacity
3. Jail Live Scan Scanner
4. GIS Update
5. Increasing On-Line Services
6. Updating County Web Page
7. Implementation of New Computer Aided Dispatch System
8. CLEMIS Road Patrol Software – Impacts on Local Police Departments
9. New Kronos Time Attendance and BSA Finance/General Ledger Software

Personnel

Committee Leader-Commissioner Vaughan and Bardwell

Primary Personnel

1. **Dispatch Request to Fill Vacant Position -** Request from Dispatch Director Nielson. Matter to be placed on Consent Agenda.

2. **Replacing Retiring Controller/Administrator** - Shelly Lutz provided an update. Of the 26 applications received, 5 applicants were interviewed. The Committee has narrowed the field down to 3 applicants. Shelly provided the Board with a package of final 3 applicants. The next step is to bring in the 3 applicants, 1 at a time, on Thursday, April 25, 2019, during the Board of Commissioners meeting.
3. **Register of Deeds Vacancy** - Request from Register John Bishop. Matter to be placed on Consent Agenda.

On-Going and Other Personnel

1. 4-H Presentation
2. Animal Control Ordinance Update
3. Lead Tuscola Request
4. Negotiation of Expiring Union Contracts – Setting Financial and Other Objectives
5. Strengthen and Streamline Year-End Open Enrollment
6. Evaluate Potential Training Programs
7. Start the Development of Pay Grade Schedule and Updated Job Descriptions
8. County Planning Commission Vacancy
9. Scheduling a MAC 7th Meeting to Determine if Organization will Continue

Building and Grounds

Committee Leaders-Commissioners Jensen and Grimshaw

Primary Building and Grounds

1. **County Jail Study Committee – Development of a Concept Plan** - Mike Miller provided update. Currently two presentation meetings are scheduled for Wednesday, April 24, 2019.
2. **Vanderbilt Park Update from Parks and Recreation Meeting** - No updated provided. Matter can be removed from the agenda.
3. **Various Bids Related to Building and Grounds** - Mike Miller provided update. No bids were received on the Purdy Building repair job and one bid received on the sidewalk improvement job. Mike will review the bid and provide feedback at the next Board of Commissioners meeting.
4. **Requests to use Courthouse Lawn** - Request from Tuscola County Pumpkin Festival Board. Matter to be placed on the Consent Agenda.

On-Going and Other Building and Grounds

1. County Land Bank - Commissioner Grimshaw stated based on the State of Michigan's definition of a land bank, he can't see why the County needs one and feels this is a waste of money.
2. Cass River Greenways
3. County Physical and Electronic Record Storage Needs – Potential Use of Recycling Pole Building
4. County Property Ownership Inventory
5. Review of Alternative Solutions Concerning the Caro Dam
6. Sidewalk Improvements and Parking Lot Sealing
7. Purdy Building Awning, Sign and Stucco Repairs
8. Jail Entrance Step and Ceiling Tile

9. State Police Post Water Tank Inspection, Sidewalk and Parking Lot Repairs
10. Potential Sale of Certain County Properties
11. New Septic System at Vanderbilt Park and Vegetation Clearing
12. Health Department Painting, Animal Control Ceiling and Court Windows
13. Recycling Soil Removal and Construction - Mike Miller provided an update. Project should be completed in the next couple of weeks.

Other Business as Necessary

1. Methods of Providing Dental Care to Indigent
2. Elected Versus Appointed Road Commissioners
3. Work with DTE and Others to Solve Increasing Energy Demands in the County
4. Update County Policies - Clayette Zechmeister provided an update. They are organizing the policies in chronological order and will present them to the Board at a later date.

Public Comment Period - Commissioner Bardwell shared information regarding a flyer left by Jim Mcloskey on the Job Fair, Wednesday, May 1, 2019 from 10:00 a.m. to 2:00 p.m. at the Tuscola County Technology Center.

Meeting adjourned at 11:02 a.m.

Caryl Langmaid
Chief Deputy Clerk