

**Tuscola County Board of Commissioners
Committee of the Whole
Monday, May 10, 2021 – 8:00 A.M.**

**Electronic remote access will be implemented for this meeting, in accordance
With Tuscola County Board of Commissioners 2021-07
Declaration of a Local State of Emergency related to COVID-19.**

Roll Call - Clerk Jodi Fetting

Commissioners Present In-Person:

District 4 – Douglas DuRussel - Tuscola Township, Tuscola County, State of Michigan
District 5 - Daniel Grimshaw - Vassar Township, Tuscola County, State of Michigan

Others Present in-Person:

Eean Lee

Commissioners Present Virtual:

District 1 – Thomas Young - Columbia Township, Tuscola County State of Michigan
District 2 - Thomas Bardwell - Ellington Township, Tuscola County, State of Michigan
District 3 - Kim Vaughan - Fremont Township, Tuscola County, State of Michigan
(excused at 12:40 p.m.)

Commissioner Absent:

None

Also Present Virtual:

Clerk Jodi Fetting, Clayette Zechmeister, Mark Zmierski, Debbie Babich, Treasurer Ashley Bennett, Ann Hepfer, Steve Anderson, Mike Miller, Sheriff Glen Skrent, Heidi Chicilli, Tracy Violet, Sandy Nielsen, Mary Drier, Mark Haney, Chris Hamilton, Kim Brinkman, Eric Morris, Representative Phil Green, Jessica VanHove, Matt Brown, Jana Brown, F. Sharp, Brian Harris, Robert Baxter, Dr. William Morrone, Steve Bischer, Steve Shriner, Jennifer Lietzel, Robert McKay, Luann Parks, Damian Wasik, Shannon Gwizdala, Terry Camp, Brenda Kretschmer, Steven Burke, Steve Root, Pam Shook, Shelly Lutz, Leigh Nancy, Register John Bishop

At 8:08 a.m., there were 34 participants attending the meeting.

Adoption of Agenda – Board moved items to different sections of the agenda.

County Updates -

-Phil Green, State Representative 84th District, provided an overview of current legislation, unemployment, lack of job seekers and the Michigan Economic Development Corporation. Board also discussed with Representative Green MIOSHA guidelines regarding COVID-19, Open Meetings Act, Governor Whitmer's re-open plan, HB4667, COVID vaccines and availability of Juvenile facilities.

-Ann Hepfer, Health Officer, provided an update of local COVID-19 statistics as the positivity rate is declining. There is an adequate supply of vaccine available for anyone who is interested. The number of Tuscola County residents who have received a vaccine are 43% initiated and 36% completed. If the person was vaccinated out-of-state, their information is not included in these percentages as their information is not entered into the Michigan system.

-Health Officer Position Replacement Updates - Ann stated the postings are still open for applicants to apply for her position. An employment search agency is being considered to find an applicant.

New Business

1. Unlawful Buildings - Steve Shriner spoke to the Board regarding South Central Michigan Construction Code Inspections (SCMCCI). He spoke in support of SCMCCI. Chris Hamilton spoke in reference to the contract that Tuscola County has with SCMCCI and her availability should the Commissioners need to contact her. The Board discussed concerns from residents of Tuscola County that have been received by the Board. Jessica VanHove asked the Board to update the local municipalities as soon as possible of their decision in order for them to plan.

Recessed at 10:52 a.m.

Reconvened at 11:05 a.m.

At 11:08 a.m., there were 41 participants attending the meeting.

2. Proposed L-4029 Tuscola County Tax Rate Request – Angie Daniels, Equalization Director, presented the 2021 Tax Rate Request. Commissioner Grimshaw discussed reducing the rates on the voted Bridges and Streets, the voted Roads and Streets and the voted Medical Care due to the high fund balances. Matter to be placed under Primary Finance on the Committee of the Whole agenda.
3. Asphalt Bids Department of Health & Human Services & Health Department– Mike Miller, Building and Grounds Director reported the bids to the Board:
 - a. BlackJack Asphalt and Concrete - \$15,000.00.
 - b. ABC, Inc. - \$16,723.00.
 - c. Chippewa Asphalt - \$24,600.00.

Board discussed bids received. Bid to be awarded to BlackJack Asphalt and Concrete. Matter to be placed on the Consent Agenda.

4. Parks and Recreation Committee Appointment – Jodi Fetting, County Clerk, presented Steven Escott as the only applicant to fulfill the partial term expiring on December 31, 2023. Matter to be placed on the Consent Agenda.
5. Tuscola Behavioral Health Systems (TBHS) Board of Directors Appointment – Jodi Fetting, County Clerk, presented Alice Moore as recommended by the TBHS Board of Directors to be appointed to the Board for a 3-year term which would expire March 31, 2024 as the current office holder did not see reappointment and the seat has been vacant. Matter to be placed on the Consent Agenda.
6. Pumpkin Festival – Use of Courthouse Lawn – Julie Matuszak submitted a letter of request for the Pumpkin Festival to use the courthouse lawn. Board would like to have dates that the Festival Committee is considering. Commissioner Young will contact Julie to determine if they have dates yet. Matter to be placed on the Consent Agenda.
7. Human Development Commission Changes in Housing Grant Fund Uses – Clayette Zechmeister provided an update on the matter with no action required at this time.
8. Human Development Commission – Public Hearing for 2022 Funding – Clayette Zechmeister provided an update on the upcoming public hearing that will be held in the HH Purdy Building Board with no action required at this time.
9. 2022 Community Corrections Grant Application – Clayette Zechmeister provided an overview of the need to submit the grant application. Matter to be placed on the Consent Agenda.

Old Business

1. Tuscola County Pension Obligation Refunding Bonds Considerations Additional Information – Clayette Zechmeister reviewed the matter from Steven Burke's presentation at the last meeting and requested the Board to move forward. Board discussed the current rates versus what the rates would be if there was no action made at this time. Steven Burke discussed the matter with the Board and the maturity schedule.
2. Off Road Vehicle (ORV) Ordinance Public Hearing set for June 24, 2021 at 9:00 a.m. at Midway Hall – Clerk Fetting has mailed the Notices of Public Hearing to local municipalities and posted on the website. Clayette Zechmeister will have the proposed ordinance placed on the County website and have the notice placed in the Tuscola County Advertiser.
3. South Central Michigan Construction Code Inspections (SCMCCI) – Clayette Zechmeister has prepared the termination letter to be sent to SCMCCI. Matter to be placed on the Consent Agenda.

Finance/Technology
Committee Leader Commissioner Young
Commissioner DuRussel

Primary Finance/Technology

1. Request for Proposal (RFP) Building Codes – Board discussed the draft (for discussion only) RFP and would like to have it in final form to be presented at the May 13, 2021 Board meeting.
2. Inmate Mental Health Services Meeting – Clayette Zechmeister provided an update from the meeting with no action required by the Board.
3. American Rescue Plan Ad-Hoc Committee – Clayette Zechmeister provided an update that there have been 15 members express an interest in serving on the Ad-Hoc Committee. NACo is holding a webinar on Thursday.
4. 2021 Indirect Cost Comparisons and Analysis – Commissioner Grimshaw addressed the cost of Indirect Costs on various millages and questioned why the cost of Recycling is so much higher than the others.
5. MGT Cost Allocation Plan Review – MGT is working on providing more information based on questions asked from the May 5, 2021 Special Board meeting. Matter to be placed on the agenda for the May 24, 2021 Committee of the Whole meeting.

On Going and Other Finance and Technology
Finance

1. Preparation of Multi-Year Financial Planning

Technology – Chief Information Officer Eean Lee provided an update on the vehicle locator program and other avenues to use the program for. The Animal Shelter donation page is up and running.

1. GIS Update
2. Increasing On-Line Services/Updating Web Page

Commissioner Bardwell called a point of order for the members in the Board Room to make sure they are 6-feet apart and are wearing masks as that is the current guidance the Board is under. Commissioner Bardwell had received a concern that the guidance is not being followed in the Board Room for the meeting.

Building and Grounds
Committee Leader Commissioner Grimshaw
Commissioner DuRussel

Primary Building and Grounds

1. State Police Water and Annexation – Clayette Zechmeister provided an update that a resolution is being drafted regarding this matter.
2. IT Department Space Needs – Commissioner Grimshaw and Eean Lee will schedule a date and time to meet to discuss this project needs. Clayette

Zechmeister reported that legal counsel is currently reviewing the contract regarding the storage space project.

3. Vanderbilt Park Survey – No update at this time.
4. Animal Shelter Cat Room Viewing Window Bids – Mike Miller updated that no bid has been received yet. The Contractor that was awarded the bid for the Animal Shelter door replacement project will consider submitting bid for this project as well.

On Going and Other Building and Grounds – None

Commissioner Vaughan excused at 12:40 p.m.

Personnel

Committee Leader Commissioner Grimshaw
Commissioner Vaughan

Primary Personnel

1. Controller/Administrator Employment Agreement Renewal/Discussion – Potential Changes to Controller and Administrator or Keep Combined - Matter is being reviewed by legal counsel.
2. County COVID-19 Screening Protocol – Clayette Zechmeister explained the procedure that is being used at the HH Purdy Building regarding health screening of the public and employees at that building. Matter can be removed from the agenda.
3. County Department COVID-19 Closure – Clayette Zechmeister explained the protocol to close a Department and that it would be the Elected Official or Department Head, the Health Department, the HR Director and the Controller/Administrator to discuss the situation. Board discussed that it is the Elected Official or Department Head's decision to close a Department if necessary due to COVID. Matter can be removed from the agenda.
4. Treasurer's Office Unemployment Update – This matter has been resolved and can be removed from the agenda.
5. Workman Compensation Updates – Clayette Zechmeister explained the difference in costs per Department based on if the Workman Costs were spread per Department evenly or by Department based on usage.
6. Paperless Payroll Update – Shelly Lutz provided an update that a 30-day notice needs to be provided to the employees if the Board decided to proceed and that a debit card must be made available in lieu of a check. Shelly to bring the matter back to the Board when she has the analyzation of the bids completed.
7. Vanderbilt Park Host Change from Contract to Part-time – Board is not in favor of moving forward on this matter. Matter can be removed from the agenda.
8. County Draft Nepotism Policy – Shelly Lutz reported that the Livingston County policy has been distributed to Elected Officials and Department Heads for review and suggestion. Clayette Zechmeister reviewed comments received. Clayette to forward the Livingston County policy and comments received to legal counsel for review and recommendation.

9. Refilling Full-Time Employee (FTE) Vacancies - Board Review and Approval – Board discussed the steps that should be taken as the position can be offered to a candidate, then brought to the Board for approval and the start date would be after Board approval.

On-Going and Other Personnel

1. MERS – Clayette Zechmeister will present the report once received.
2. MAC 7th Meeting Updates – Commissioner Bardwell reported that Renee Francisco had sent communication to the members to gain their preference on a meeting as to in-person, virtual or hybrid.
3. Safety Committees – Watch for Grant Opportunities

Other Business as Necessary

1. Airport Authority Board – Commissioner Bardwell provided an update that there is still a concern regarding the excavation that is happening near the airport.
2. South Central Michigan Construction Code Inspections (SCMCCI) Discussion – Matter discussed earlier in the meeting.
3. Animal Control Ordinance Information – Clayette Zechmeister and Leigh Nacy provided an update as to the review of ordinances from Saginaw County, Lapeer County and Vassar City. Board discussed provisions to be included in a Tuscola County Ordinance. Clayette and Leigh to continue to work on a draft ordinance.

On-Going Other Business as Necessary –

-Sheriff Skrent asked for clarification on the hiring process and presentation to the Board for potential hires. Sheriff Skrent has a candidate in mind for an open position and the matter is to be added to Thursday's agenda for official approval.

At 1:48 p.m., there were 24 participants attending the meeting.

Public Comment Period –

-Register John Bishop spoke in reference to the Nepotism Policy to include language clarifying cousins, nieces and nephews.

Motion by Young, seconded by DuRussel to adjourn the meeting at 1:57 p.m. Roll Call Vote: Young - yes; Vaughan - absent; DuRussel - yes; Grimshaw - yes; Bardwell - yes. Motion Carried.

Meeting adjourned at 1:57 p.m.

Jodi Fetting
Tuscola County Clerk