

**Tuscola County Board of Commissioners
Committee of the Whole
Monday, June 7, 2021 – 8:00 A.M.**

Commissioner Bardwell called the regular meeting of the Committee of the Whole of the Board of Commissioners of the County of Tuscola, Michigan, held at at the H.H. Purdy Building in the City of Caro, Michigan, on the 7th day of June 2021, to order at 8:00 o'clock a.m. local time.

Roll Call - Clerk Jodi Fetting

Commissioners Present In-Person:

- District 1 – Thomas Young
- District 2 - Thomas Bardwell
- District 3 - Kim Vaughan
- District 4 - Douglas DuRussel
- District 5 - Daniel Grimshaw (arrived at 8:06 a.m.)

Others Present in-Person:

Ean Lee, Treasurer Ashley Bennett

Commissioner Absent:

None

Also Present Virtual:

Clerk Jodi Fetting, Clayette Zechmeister, Tracy Violet, Mary Drier, Heidi Chicilli, Steve Root, Sandy Nielsen, Mike Miller, Treasurer Ashley Bennett, Kim Brinkman, Mark Haney, Barry Lapp, Matt Brown, Jana Brown, Mark Ransford, Maggie Root, Shelly Lutz

At 8:02 a.m., there were 15 participants attending the meeting virtually.

County Updates – None

New Business

1. Properties Being Purchased to Grow Marijuana – Cynthia Kapa spoke regarding single family residences that are being used for business opportunities with no one living in the residence. Cindy addressed the Board with how the property is to be taxed.
2. Tuscola County Clean Sweep Grant – Mike Miller explained the grant program and requested the opportunity to apply. Mike explained that he would like to add-on Option 2 under Special Additions and Exceptions. Matter to be placed on the Consent Agenda.

3. Johnson Controls Planned Service Proposal – Mike Miller explained the service proposal that is up for renewal. Matter to be placed on Thursday’s Board Agenda.
4. Vanderbilt Park Phragmites Research – Commissioner Young explained the request that was received from Danielle Snow from U.S. Geological Survey to use Vanderbilt Park for research. The piece of property that the group wants to use is privately owned. Clayette to provide landowner information to Ms. Snow.
5. Building Code Enforcement Concerns Letter from Fairgrove Township Supervisor – Board discussed letter received from Keith Aeder, Fairgrove Township Supervisor in support of Tuscola County continuing a county led Building Code Department. Commissioner Bardwell read a letter received from Village of Reese in support of Tuscola County continuing a county led Building Code Department which is to be included in Thursday’s agenda packet.

Old Business

1. Revised Michigan Occupational Safety and Health Administration (MIOSHA) Emergency Rules and Updated Non-Court Employee COVID-19 Preparedness and Response Plan - Steve Anderson reviewed a proposed plan for Tuscola County based on a model plan that was provided by MIOSHA. The Board discussed a flyer dated January 25, 2021 titled PA-238/339 Implementation: Essential Workers and Quarantine. Board would like this added as an attachment to the Response Plan. Board discussed who has the authority to close a Department due to COVID-19. Board stated it would be the Elected Official or Department Head’s decision to determine how their office navigates through a COVID-19 exposure in their respective office.

Finance/Technology

Committee Leader Commissioner Young
Commissioner DuRussel

Primary Finance/Technology

1. Proposed L-4029 Tuscola County 2021 Special Voted Tax Rates – The L-4029 for the Special Voted Millages was included in the packet. Board discussed the special voter millage rates. Board discussed communication received from Tuscola County Medical Care Facility and Tuscola County Road Commission which included information on their respective need to carry a fund balance. Matter to be added to a future Board agenda for further discussion.
2. Security Status Update – Eean Lee, Chief Information Officer, presented to the Board regarding network security, KnowBe4 Training and protecting against cyber-attacks.

Recessed at 10:02 a.m.

Reconvened at 10:12 a.m.

On Going and Other Finance and Technology

Finance

1. American Rescue Plan Act Ad-Hoc Committee – Clayette will be working on scheduling a meeting with the committee.
2. Preparation of Multi-Year Financial Planning – Clayette has started working on this project.
3. MGT Cost Allocation Plan – Commissioner Grimshaw explained a proposed cut to the administrative costs for the Recycling Center. Board discussed how costs are calculated for the Allocation Plan. Board discussed setting a set percentage rate for the administration costs. Matter to be added to the June 21, 2021 Committee of the Whole meeting.
4. Pension Obligation Bond Refunding – Clayette updated the Board regarding the bond refunding project.

Technology – Eean Lee updated the Board on a site-visit made by Sanilac County and other upcoming projects that are being discussed.

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

Building and Grounds

Committee Leader Commissioner Grimshaw
Commissioner DuRussel

Primary Building and Grounds

1. Storage Lease with Dost Property, LLC – Mark Ransford updated the Board regarding changes that have been recommended and changes that were agreed to. Board discussed the renewal option of the lease after the original lease term. Board discussed changes that had been made by legal counsel without approval by the Board. Board discussed language changes regarding Section 7: Maintenance and Repair. Board discussed proposed changes to the lease with a revised lease to be presented for adoption. Matter to be placed on Thursday's Board agenda.

On Going and Other Building and Grounds – No Updates

1. State Police Water and Annexation
2. IT Department Space Needs
3. Vanderbilt Park Survey

Personnel

Committee Leader Commissioner Grimshaw
Commissioner Vaughan

Primary Personnel

1. Controller/Administrator Employment Agreement – Commissioner Grimshaw addressed if there would be a contract for the Controller/Administrator position. The current Employment Agreement expires on June 14, 2021. Commissioner Bardwell explained that Clayette does not have to provide in writing to the Board that she does not want to renew the Employment Agreement although Clayette has stated in a Board meeting that a renewal of the Employment Agreement would not be sought. Commissioner Bardwell also reviewed the Controller/Administrator Act that it would take two-thirds vote to remove an individual from a Controller/Administrator's position. Commissioner Bardwell stated the Board has an option to perform a performance review outlined in the Employment Agreement but has not exercised that option yet. Commissioner DuRussel requested information from when the Controller/Administrator position was posted and Clayette's job application information which Shelly Lutz will provide.

On-Going and Other Personnel

1. Paperless Payroll Update – Shelly Lutz provided an update on the progress on the project.
2. Refilling Full-Time Employee (FTE) Vacancies -Board Review and Approval
3. Workman's Compensation – Commissioner Bardwell stated that AJ provided an outstanding report on Tuscola County as a recent meeting Commissioner Bardwell attended. Clayette reported that AJ wanted to present to the Board for the Jail Audit and is looking at June 24, 2021.
4. Michigan Employees Retirement System (MERS)
5. Michigan Association of Counties (MAC) 7th District Meeting Updates
6. Safety Committees – Watch for Grant Opportunities

Other Business as Necessary (matters added) –

1. Jail Construction Project – Commissioner Bardwell provided an update from a conversation that he had with Jennifer Leitzel regarding a new Jail. Board discussed building a new jail for Tuscola County.
2. Putman Construction Project Building Inspection – Commissioner Bardwell provided an update that the Inspections happened on June 4, 2021.

On-Going Other Business as Necessary

1. Animal Control Ordinance – No Updates
2. Building Codes RFP (matter added) – Clayette reported that a couple of entities have called with questions but there have been no formal responses received at this time.

At 12:27 p.m., there were 20 participants attending the meeting virtually.

Public Comment Period – None

Motion by Young, seconded by Vaughan to adjourn the meeting at 12:29 p.m. Roll Call Vote: Young - yes; Vaughan - yes; DuRussel - yes; Grimshaw -yes; Bardwell - yes. Motion Carried.

Meeting adjourned at 12:29 p.m.

Jodi Fetting
Tuscola County Clerk