



MINUTES

Committee of the Whole Meeting

8:03 a.m. - Monday, February 7, 2022

H.H. Purdy Building Board Room, 125 W. Lincoln St., Caro, MI 48723

Commissioner Bardwell called the regular meeting of the Committee of the Whole of the County of Tuscola, Michigan, held at the H.H. Purdy Building Board Room, 125 W. Lincoln St., Caro, MI 48723, on Monday, February 7, 2022, to order at 8:03 a.m. local time.

Roll Call - Clerk Fetting

Commissioners Present In-Person: Thomas Young, Thomas Bardwell, Doug DuRussel, Dan Grimshaw

Commissioner Grimshaw arrived at 8:07 a.m.

Commissioners Absent: Kim Vaughan

Others Present In-Person: Jodi Fetting, Clayette Zechmeister, Tracy Violet, Mike Miller, Steve Anderson, Heidi Stark, Laura Ailing-Garrett, Al Michele, Mark Ransford, Damian Wasik, Register John Bishop

Also Present Virtual: Eean Lee, Mary Drier, K. Free, Matt Brown, Mark Haney, Cody Horton, Kate Curtis, Debbie Babich, Bob Baxter, Shannon Beach, Barry Lapp, Dara Hood, Sandy Nielsen, Bryan Hemerline, Matt Brown

At 8:03 a.m., there were a total of 14 participants attending the meeting virtually.

County Updates

New Business

1. Tuscola County Planning Committee 2021 Annual Report - Heidi Stark presented to the Board the 2021 Annual Report. Matter to be placed on the Consent Agenda.
2. Use of Courthouse Lawn/Steps for Child Abuse Prevention - Clayette Zechmeister explained the request received. Matter to be placed on the Consent Agenda.
3. Courthouse Security X-Ray Equipment Maintenance Agreement - Steve Anderson reviewed the proposed maintenance agreement presented for renewal. Matter to be placed on the Consent Agenda.

Old Business

None

Finance/Technology

Primary Finance/Technology

None

On-Going and Other Finance

1. Preparation of Multi-Year Financial Planning -
Clayette Zechmeister updated the Board that the Auditors will be on-site in April 2022.
2. Cooperative Reimbursement Programs Summary from Prosecutor and Friend of the Court -
Clayette Zechmeister will reach out to the Prosecutor and Friend of the Court to see if this matter needs to still be brought before the Board.

On-Going and Other Technology

Eean Lee reported that his team is working with Department Heads in effectively using security cameras, the Kronos situation has been resolved and the team is working with the Mosquito Abatement Director on possibly installing a vehicle tracking program.

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

Building and Grounds

Primary Building and Grounds

1. IT Department Space Needs - Updates from Site Visits -
Commissioner DuRussel stated that the Committee members, along with Mike Miller and Eean Lee, independently completed site visits on Friday last week for all of the proposed sites except two. The Committee would like to review upfront costs versus long-term costs, legacy costs and if the property should be leased or purchased.

Property Review:

-The Elbow Room - Committee does not feel that this building would be the best fit for the needs currently at discussion. The available parking is a concern.

-Renee Wood's Property - The current space in the building does not meet the square footage need of this project. If Mosquito Abatement were to need additional space, that would be a possible consideration.

-Big Boy Building - It is a property that the Economic Development Commission (EDC) may want to consider for an incubator kitchen. The benefit to this property

is there is 10 acres with frontage on M-81 and on Dixon Road and an established kitchen on-site.

-Hooper Street Building - A concern of this property is that it is dual heated and the layout being long and narrow presents design hurdles. A consideration would be the difficulty in the public being able to find the location easily.

-Frank Street Property - The location is close to the Annex, the Courthouse and the Sheriff's Office. The square footage in the building is sufficient for the needs being considered. There is concern over the number of parking spots available.

-People's State Bank Building - Building will need an elevator installed. The property is being offered as a lease at this time based on the original RFP conditions. The space that would be available for the training center would be sufficient. It is also close to the Purdy Building which has additional benefits.

-Putman Building - Tour was not able to be scheduled on this particular day.

-Family Video - Building has had a long-term lease secured and is no longer available.

The top three buildings the Committee would like the Board to consider are the People's State Bank Building which has been proposed to be leased and the Frank Street property which has been proposed to be purchased. The third building on the list would be the Putman Building as it has not been toured yet.

Board would like a cost breakdown of leasing, buying, ongoing maintenance and indirect costs that could be incurred.

2. Parking Lot Repair and Sealing Bids -
Mike Miller opened the bids that were received.
 1. Blackjack Asphalt, Burt, Michigan -
Sheriff's Parking Lot - \$4,500.00
Annex Parking Lot - \$6,500.00
 2. Blackstone Pairing Maintenance, Melvin, Michigan -
Sheriff's Parking Lot - \$6,750.00
Annex Parking Lot - \$11,750.00
 3. Hutch Paving, Warren, Michigan -
Sheriff's Parking Lot and Annex Parking Lot - \$21,280.00
 4. Yeager Asphalt & Concrete, Carrollton, Michigan -
Sheriff's Parking Lot - \$3,300.00
Annex Parking Lot - \$4,400.00

Mike Miller will review bids received to determine if they comply with the RFP and will make a recommendation at Thursday's Board meeting.

On-Going and Other Building and Grounds

None

Personnel

Primary Personnel

None

On-Going and Other Personnel

1. Workman's Compensation -
No update
2. Michigan Association of Counties (MAC) 7th District Meeting -
Commissioner Bardwell reported the MAC 7th bank account is having monthly service fees deducted. A meeting will need to be called in order to have the account moved to a different financial institution.
3. Safety Committees - Watch for Grant Opportunities -
Commissioner Bardwell reported he has received communication that safety grants will be available again.
4. Occupational Safety and Health Administration (OSHA/MIOSHA) Potential Emergency Temporary Standard (ETS) -
Matter can be removed at this time.
5. Retirement Plans and Municipal Employees Retirement System (MERS) Representative Updates -
Matter to be scheduled for a MERS presentation.

Other Business as Necessary

1. Non-Entitlement Units ARPA Training with Guidehouse (NEUs) -
The training sessions are scheduled for this week.

On-Going Other Business as Necessary

1. Animal Control Ordinance
Clayette Zechmeister stated that progress is being made for a final draft copy.
2. Guidehouse Activity for Non-Entitlement Units of Local Government (NEUs) Outreach
Discussed earlier
3. American Rescue Plan Act (ARPA) Funds - Updates on Projects and Reporting -
No update
4. County Wide upcoming Millage renewals:
Michigan State University Extension
Primary Roads and Street Improvement
Bridge and Street Improvement

Clerk Fetting recommended this matter should begin to be worked on in order to adhere to the filing deadlines for the August and November elections.

Public Comment Period

At 9:47 a.m., there were a total of 24 participants attending the meeting virtually.

-Mark Ransford addressed the Board regarding the RFP for County Space needs as it was presented as a lease not a purchase. He encourages the Board to look at true costs of legacy costs. He stated that the Board should look to sustain downtown Caro.

-Register John Bishop addressed the Board regarding Board Motion 2022-M-015 as he feels that he has the authority to adopt a vaccination policy for his office.

Adjournment

Motion by Doug DuRussel, seconded by Thomas Young to adjourn the meeting at 9:58 a.m. Motion Carried.

Jodi Fetting
Tuscola County Clerk