



MINUTES

Committee of the Whole Meeting

8:00 AM - Monday, June 12, 2023

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

Commissioner Vaughan 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, June 12, 2023, to order at 8:00 AM local time.

Roll Call - Clerk Fetting

Commissioners Present In-Person: Thomas Young, Kim Vaughan, Bill Lutz, Matt Koch

Commissioners Absent: Thomas Bardwell

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Clayette Zechmeister, Mike Miller, Stephen Boetel, Steve Anderson, Shelly Lutz, Register Marianne Brandt, Renee Francisco, Dan Shiver

Also Present Virtual: Tracy Violet, Cindy McKinney-Volz, Pam Shook, Jon Ramirez, Mary Drier, Debbie Babich, Angie Daniels, Treasurer Ashley Bennett, Cody Horton, Amanda Ertman, Don Derryberry, Kim Brinkman, Renee Francisco, Mark Haney, Mitchell Holmes, Dara Hood, Barry Lapp, Bob Baxter, Rachel Adams, Steve Root, Register Marianne Brandt

At 8:02 a.m., there were a total of 13 participants attending the meeting virtually.

County Updates

None

New Business

1. Benefits Comparison for County Life Insurance & Disability Plan -
Dan Skiver, Vice President, Brown & Brown, presented on the results from the RFP issued. He is recommending Dearborn National Life Insurance Company for a 3-year plan. Matter to be placed on Thursday's agenda.
2. Michigan Association of Register of Deeds (MARD) Conference Request For Overnight Accommodations Consideration -
Marianne Brandt, Register of Deeds, is requesting approval to stay in Midland which is just under the 60-mile radius allowed in the travel policy. Matter to be placed on the Consent Agenda

3. Updates on the New Materials Management Planning (MMP) and Designated Planning Agency (DPA) - Individual to Serve as the Contact Person -
Mike Miller, Director of Building and Grounds/Recycling, explained there have been amendments to Part 115 implemented by the State of Michigan. Matter of appointing Mike Miller the DPA for Tuscola County to be placed on the Consent Agenda.
4. Automated Clearing House (ACH) and Electronic Transactions Policy Suggested Revisions -
Renee Francisco, Financial Coordinator, explained the proposed updates to the policy. Matter to be placed on Thursday's agenda.
5. Automated Clearing House (ACH) and Electronic Transactions Resolution -
Renee Francisco, Financial Coordinator, stated a resolution is supposed to be adopted by the Board which has not been done in the past. Matter to be placed on Thursday's agenda.
6. Lead, Educate And Develop (LEAD) Tuscola -
Potential Applicants:
Tim Green - Information Technology Office
Angie House - Controller/Administrator's Office
Nick Tselepis - Managed Assigned Counsel Office
The Board would like all three applicants to attend. Matter to be placed on the Consent Agenda.
7. Wind Litigation Update -
Clayette Zechmeister, Controller/Administrator, provided an update that the case for Tuscola County has been settled and the escrow funds can be moved from reserved to unreserved. Matter to be placed on Thursday's agenda.
8. Travel Request for Out of State Travel Court Bailiff Training (matter added) -
Clayette Zechmeister explained the request received. Matter to be placed on the Consent Agenda.

Old Business

None

Finance/Technology

Primary Finance/Technology

1. Michigan Township Association (MTA) County Membership Dues for 2023/2024 -
Clayette Zechmeister, Controller/Administrator, explained that the membership dues had a substantial increase with reasons provided by MTA. Matter to be placed on the Consent Agenda.
2. Courthouse Cooling Tower Carryover Project Budget Amendment -
Clayette Zechmeister, Controller/Administrator, explained the budget amendment request within the 483 Fund. Matter to be placed on the Consent Agenda.

On-Going and Other Finance

-Eean Lee, Chief Information Officer, stated that the approved security projects are in progress. Matt Brown has received his OnBase certification.

On-Going and Other Technology

None

Building and Grounds

Primary Building and Grounds

1. Fire Suppression at the Storage Building Budget Amendment -
Mike Miller, Director of Building and Grounds, explained the project request in the amount of \$9,500.00 to have Fire Suppression added for temporary location while the move is in progress. The County will take possession of the storage space on July 1, 2023. Budget amendment required in the 483 Fund. Matter to be placed on the Consent Agenda.
2. Request to Use Courthouse Lawn -
Request received to hold a wedding ceremony on the courthouse lawn and to be inside the courthouse in case of rain. Matter to be placed on the Consent Agenda.
3. Request to Use Courthouse Lawn -
Request to use the courthouse lawn from the Pumpkin Festival Committee. Matter to be placed on the Consent Agenda.
4. Vital Record Shelving for Storage Building -
Mike Miller, Director of Buildings and Grounds and Jodi Fetting, County Clerk, explained the need for the rolling shelf system for the Clerk's Vital Record and Court Record books. Matter to be placed on the Consent Agenda.

On-Going and Other Building and Grounds

None

Personnel

Primary Personnel

1. Automatic Clean Slate Overtime/Temporary Staffing Reimbursement -
Clayette Zechmeister explained the request from the Court Administrator to allow for the overtime for the Courts and the County Clerk's Office as outlined by the State Court Administrator's Office. Matter to be placed on the Consent Agenda.
2. Refill Vacant Position in the County Clerk's Office -
Jodi Fetting, County Clerk, explained this is to fill a current vacant position in the Clerk's Office. Karlee Romain has accepted the position. Matter to be placed on the Consent Agenda.

3. Refill Vacant Seasonal Position at Mosquito Abatement - Clayette Zechmeister, Controller/Administrator, explained the request from the Mosquito Abatement Director to hire Connor Lagenburg for a current vacant position. Matter to be placed on the Consent Agenda.

On-Going and Other Personnel

None

Other Business as Necessary

1. Prosecutor's Office Secretary II Job Posting Details/Clarification - Commissioner Young stated the position was advertised.
2. MGT Cost Plan Allocation (matter added) - An update will be provided at the June 26, 2023 meeting.
3. Child Care Fund Budget Review (matter added) - An update will be provided at the July 10, 2023 meeting.
4. Sobriety Court Graduation (matter added) - The ceremony will be held on June 23, 2023 at Midway Hall.

Public Comment Period

Pam Shook submitted information regarding playground equipment for Vanderbilt Park per the request of Commissioner Vaughan.

Commissioner Vaughan stated this matter will be placed on an upcoming Board meeting for further discussion.

Adjournment

Motion by Thomas Young, seconded by Bill Lutz to adjourn the meeting at 9:29 a.m.
Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO