



MINUTES

Board of Commissioners

Meeting

8:00 AM - Thursday, December 29, 2022

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

Commissioner Bardwell called the regular meeting of the Board of Commissioners of the County of Tuscola, Michigan, held at the H.H. Purdy Building Board Room, 125 W. Lincoln Street, Caro, MI 48723, on Thursday, December 29, 2022, to order at 8:00 AM local time.

Prayer - Commissioner Vaughan

Pledge of Allegiance - Commissioner DuRussel

Roll Call - Clerk Fetting

Commissioners Present In-Person: Thomas Young, Thomas Bardwell, Kim Vaughan
Commissioner Grimshaw arrived at 8:09 a.m.

Commissioners Absent: None

Others Present In-Person: Clerk Jodi Fetting, Tracy Violet, Clayette Zechmeister, Treasurer Ashley Bennett, Register of Deeds John Bishop, Matt Koch, Bill Lutz

Also Present Virtual: Lorna Violet, Jon Ramirez, Barry Lapp, Mike Slade, Echo Torrez, Mark Haney, Alecia Little, Linda Strasz, Pam Shook, Mary Drier, Matt Brown, Shannon Nelson, Kate Curtis, Drain Commissioner Bob Mantey, Brandon Bertram, Dennis Haley, Renee Francisco, Steve Anderson, Josh Herman, Rachel Adam, Eean Lee, Shannon Beach

At 8:05 a.m., there were a total of 17 participants attending the meeting virtually.

Adoption of Agenda

1. Adoption of Agenda -

2022-M-297

Motion by Thomas Young, seconded by Kim Vaughan to adopt the agenda as presented. Motion Carried.

Action on Previous Meeting Minutes

1. Action on Previous Meeting Minutes -

2022-M-298

Motion by Thomas Young, seconded by Kim Vaughan to adopt the meeting minutes from the December 15, 2022 Regular meeting. Motion Carried.

Brief Public Comment Period for Agenda Items Only

None

Consent Agenda

None

New Business

1. Refill Vacant Position in the Equalization Office -

2022-M-299

Motion by Thomas Young, seconded by Doug DuRussel that per the request from Angie Daniels, Equalization Director, that Echo Torrez fill the vacant full-time position in the Equalization Department as an Appraiser I. She will vacate her current full-time position in the Treasurer's Office on January 6, 2023 and transition to the Equalization Department on January 9, 2023 at Step 1 of the Appraiser I pay scale at \$19.97 per hour. Motion Carried.

2. Refill Vacant Abstract Tax Clerk Position in the Treasurer's Office -

2022-M-300

Motion by Thomas Young, seconded by Kim Vaughan that per the request from Ashley Bennett, Treasurer, that Shannon Nelson be promoted from Account Clerk III to fill the vacant full-time Abstract Tax Clerk position in the Treasurer's Office. Shannon will start at the Step 1 hourly wage of \$19.28 of the position per the union contract. Effective date of promotion will be January 9, 2023. Motion Carried.

3. Refill Vacant Abstract Tax Clerk Position in the Treasurer's Office -

2022-M-301

Motion by Thomas Young, seconded by Kim Vaughan that per the request from Ashley Bennett, Treasurer, that Jodi Barrons be hired to fill the vacant full-time Abstract Tax Clerk position in the Treasurer's Office pending a favorable background check, physical & drug screen. Jodi will be starting at Step 1 at the hourly wage of \$19.28 of the position per the union contract. Her anticipated start date will be January 9, 2023. Motion Carried.

4. Chief Deputy Wages (matter added) -

The four Elected Officials presented to the Board regarding the increase in salary of the Chief Deputies in the offices. The request is for the Chief Deputies wages to be tied to the Elected Officials wage at a rate of 75%. Matter discussed at length.

2022-M-302

Motion by Dan Grimshaw, seconded by Doug DuRussel to increase the Elected Officials Chief Deputies wages to be 75% of the Elected Official's salary and transition those positions from hourly to salary effective January 1, 2023.

Yes: Thomas Young, Thomas Bardwell, Doug DuRussel, and Dan Grimshaw

No: Kim Vaughan

Motion Carried.

5. Fill Vacant Road Patrol Deputy Position -
Clayette Zechmeister presented the request.

2022-M-303

Motion by Thomas Young, seconded by Doug DuRussel that per the request from Undersheriff Baxter that Eric Warchuck move from part-time to full-time Road Patrol after successfully completing the police academy. His anticipated full-time start date will be December 30, 2022 at Step 1 of the Collective Bargaining Agreement (CBA). Motion Carried.

6. City of Caro Assessing Services Contract -
Angie Daniels, Equalization Director, presented the renewal of the contract. Board discussed the amount of the proposed contract.

2022-M-304

Motion by Kim Vaughan, seconded by Thomas Young that per the recommendation from Angie Daniels, Equalization Director, that Tuscola County continue to provide assessing services to the City of Caro. Further move, to extend the effective date from December 29, 2022 through June 30, 2027 at a monthly rate of \$2,437.50 or annual amount of \$29,250.00. Agreement shall be readjusted with the variable being the number of parcels. Motion Carried with Grimshaw and DuRussel opposed.

7. Medical Examiner One-Year Extension to the Contract -
Clayette Zechmeister reviewed the proposed renewal of the contract.

2022-M-305

Motion by Kim Vaughan, seconded by Thomas Young to approve a one-year extension for Medical Examiner Services with provider, William R. Morrone, DO, MPH - Capitol Toxicology, under the same provisions of the current contract. Motion Carried with DuRussel opposed.

Recessed at 9:53 a.m.

Reconvened at 10:03 a.m.

At 10:03 a.m., there were a total of 24 participants attending the meeting virtually.

8. Year-End Compliance with the Uniform Budgeting and Accounting Act -
Clayette Zechmeister reviewed the Year-end Compliance Memo included in the agenda packet.

9. General Fund Adjustments So Actual Year-End Expenditures Do Not Exceed Budget At The Activity Level -

Clayette Zechmeister reviewed each line item and what caused the over budget.

2022-M-306

Motion by Thomas Young, seconded by Kim Vaughan that the 2022 General Fund Activity Budgets as identified in Chart 1 in the December 29, 2022 correspondence from the Controller/Administrator and Fiscal Analyst be amended to prevent actual year-end expenditures from exceeding budget and in order to gain compliance with the Uniform Budgeting and Accounting Act.

| | | | Estimated | 2022 |
|----------------------------|----------------|------------------|----------------------|-----------------|
| | 2022 | 2022 | Difference | Year End |
| Expenditure | Amended | Projected | Under Budget | Amended |
| Category/Department | Budget | Actual | (Over Budget) | Budget |
| Jury Commission/147 | 5,791 | 8,412 | (2,621) | 8,412 |
| Computer Operations/259 | 809,941 | 834,941 | (25,000) | 834,941 |
| Buildings And Grounds/265 | 920,611 | 952,611 | (32,000) | 952,611 |
| Courthouse Security/303 | 120,521 | 155,600 | (35,079) | 155,600 |
| Planning Commission/400 | 4,430 | 4,730 | (300) | 4,730 |
| Emergency Services/426 | 111,334 | 115,009 | (3,675) | 115,009 |
| Board of Public Works/442 | 673 | 1,500 | (827) | 1,500 |
| Medical Examiner/648 | 100,000 | 140,000 | (40,000) | 140,000 |
| Sick/Vacation Benefit/863 | 10,865 | 25,000 | (14,135) | 25,000 |

Motion Carried.

10. Special Revenue And Debt Service Fund Adjustments So Actual Year-End Expenditures/Revenues Do Not Exceed Budget At The Total Fund Level - Clayette Zechmeister reviewed each line item included in the chart.

2022-M-307

Motion by Kim Vaughan, seconded by Thomas Young that the 2022 Special Revenue Fund Budgets as identified in Chart 2 in the December 29, 2022 correspondence from the Controller/Administrator and Fiscal Analyst be amended to prevent actual year-end expenditures/revenues from exceeding budget and in order to gain compliance with the Uniform Budgeting and Accounting Act.

| | 2022 | 2022 | Estimated | 2022 | |
|---|-----------------|------------------|----------------------|-----------------|-------------------|
| | 11-30-22 | Projected | Difference | Year End | |
| | Amended | Actual | Under Budget | Amended | |
| Special Revenue Funds | Budget | Exp/Rev | (Over Budget) | Budget | Comments |
| HEALTH DEPARTMENT Revenue | 4,716,818 | 5,016,818 | (300,000) | 5,016,818 | Revenue to Actual |
| PENSION OBLIGATION BOND DEBT Revenue | 474,746 | 477,240 | (2,494) | 477,240 | Revenue to Actual |
| STATE POLICE BUILDING Revenue | 53,322 | 53,602 | (280) | 53,602 | Revenue to Actual |
| STATE POLICE BUILDING Expense | 20,300 | 21,300 | (1,000) | 21,300 | Expense to Actual |
| CAPITAL IMPROVEMENTS Revenue | 6,000 | 7,000 | (1,000) | 7,000 | Revenue to Actual |
| JAIL CAPITAL IMPROVMENTS Expense | 6,100 | 10,500 | (4,400) | 10,500 | Expense to Actual |
| MOTOR POOL FUND Revenue | 5,000 | 8,000 | (3,000) | 8,000 | Revenue to Actual |
| BUILDING INSP FUND Revenue | 585,400 | 700,000 | (114,600) | 700,000 | Revenue to Actual |
| BUILDING INSP FUND Expense | 522,700 | 580,000 | (57,300) | 580,000 | Expense to Actual |

Motion Carried.

11. Correct Special Revenue And Debt Service Funds With Deficits - Clayette Zechmeister reviewed each line item in the Chart.

2022-M-308

Motion by Kim Vaughan, seconded by Thomas Young that temporary supplemental appropriations from the General Fund up to the amounts identified in Chart 3 in the December 29, 2022 correspondence from the Controller/Administrator and Fiscal Analyst be authorized to prevent the identified funds from finishing the 2022 fiscal year in a deficit situation and gain compliance with the Uniform Budgeting and Accounting Act.

| GENERAL FUND APPROPRIATIONS | | |
|---|--|-----------|
| Friend of the Court | | \$130,000 |
| Arbela Township Police Svc Contract | | \$10,000 |
| Vassar Township Police Svc Contract | | \$20,000 |
| Millington Township Police Svc Contract | | \$34,440 |
| Juvenile Mental Court | | \$3,510 |
| Victim Services Grant | | \$49,200 |
| Animal Shelter | | \$2,000 |
| Victim of Crime Act Grant | | \$12,000 |
| Coronavirus Emergency Supp Funding (CESF) | | \$2,300 |
| Mental Health Court | | \$31,000 |
| Remonumentation | | \$6,000 |
| Managed Assigned Council | | \$57,765 |
| Homeland Security | | \$15,100 |

Motion Carried.

12. Delinquent Tax Revolving Fund 2022 Income Transfer - Clayette Zechmeister explained the Income Transfer.

2022-M-309

Motion by Kim Vaughan, seconded by Thomas Young that after all revenues and expenses are posted in the Delinquent Tax Revolving Fund, transfer the actual delinquent tax income to the General Fund as budgeted. Motion Carried.

13. Other Year End Compliance Adjustments - Clayette Zechmeister explained the potential need to make adjustments when the Auditors are here.

2022-M-310

Motion by Thomas Young, seconded by Kim Vaughan that after consultation with the County auditors, move to authorize staff to conduct further year-end financial transactions and make other adjustments as necessary to gain compliance with the Uniform Budgeting and Accounting Act. Motion Carried.

Old Business

1. County Defined Retirement Plan -
Commissioner Grimshaw expressed his concern over the Defined Benefit and Contribution plans for County retirement.

2022-M-311

Motion by Dan Grimshaw, seconded by Doug DuRussel that Tuscola County move to close the Defined Benefit Pension Plan for all employees by the end of 2024.

Yes: Doug DuRussel and Dan Grimshaw

No: Thomas Young, Thomas Bardwell, and Kim Vaughan

Motion Failed.

2022-M-312

Motion by Dan Grimshaw, seconded by Doug DuRussel that Tuscola County ends the Defined Contribution Pension Plan by 2024 so all employees are treated equal.

Yes: Doug DuRussel and Dan Grimshaw

No: Thomas Young, Thomas Bardwell, and Kim Vaughan

Motion Failed.

2. Vanderbilt Park Grant Applications -
Clayette Zechmeister reported the grant applications have been submitted and are just waiting on the results.
3. County Dog Ordinance -
Clerk Jodi Fetting reported the Notice has been placed in the Tuscola County Advertiser and on the County website. Clayette Zechmeister stated the citation books are being reviewed prior to going to print.

Correspondence/Resolutions

1. Notice of Necessity - Smith Drain
2. Barry County Resolution to Amend Michigan Auto Insurance Reform Act
Board discussed the need that an additional resolution may need to be adopted in 2023.
3. Alcona County Resolution

Commissioner Liaison Committee Reports

Bardwell

Behavioral Health Systems Board

Caro DDA/TIFA

Economic Development Corp/Brownfield Redevelopment

MAC 7th District -
Meeting scheduled in February 2023.
MAC Workers Comp Board
MAC Finance Committee
TRIAD
Local Units of Government Activity Report

Young

Board of Public Works
County Road Commission Liaison
Dispatch Authority Board
Genesee Shiawassee Thumb Works
Great Start Collaborative
Human Services Collaborative Council (HSCC)
Jail Planning Committee
MAC Agricultural/Tourism Committee
Region VII Economic Development Planning
Saginaw Bay Coastal Initiative -
Meets on January 18, 2023.
Senior Services Advisory Council
Tuscola 2020
Local Units of Government Activity Report -
Attended the Wisner Township Board Meeting and answered questions on the
road in Vanderbilt Park.

DuRussel

No Report
Board of Health
Community Corrections Advisory Board
Department of Human Services/Medical Care Facility Liaison
Genesee Shiawassee Thumb Works
Local Emergency Planning Committee (LEPC)
MAC Judiciary Committee
MEMS All Hazard

Local Units of Government Activity Report

Vaughan

No Report

Board of Health

County Planning Commission

Economic Development Corp/Brownfield Redevelopment

MAC Environmental Regulatory

Mid-Michigan Mosquito Control Advisory Committee

NACO-Energy, Environment & Land Use

Parks and Recreation Commission

Tuscola County Fair Board Liaison

Local Units of Government Activity Report

Grimshaw

Behavioral Health Systems Board -
Still in the process of filling the CEO position.

Recycling Advisory

Jail Planning Committee

MI Renewable Energy Coalition (MREC)

Local Units of Government

Other Business as Necessary

-Commissioner Bardwell, Commissioner Vaughan and Commissioner Young thanked Commissioner DuRussel and Commissioner Grimshaw for their service to the Board and to Tuscola County.

-Clerk Jodi Fetting stated in the MAC publication that remote participation in Board meetings is on their legislative priorities.

-Commissioner Bardwell stated a succession plan for the Controller/Administrator needs to be worked on in the event Clayette wants to retire.

At 10:53 a.m., there were a total of 24 participants attending the meeting virtually.

Extended Public Comment

-Register of Deeds John Bishop addressed the Board regarding the duties of the Register of Deeds Office.

-Commissioner Young stated that the younger employment generation has not quit quitting.

-Bill Lutz stated he is looking forward to working with the Board.

Adjournment

2022-M-313

Motion by Doug DuRussel, seconded by Kim Vaughan to adjourn the meeting at 11:17 a.m. Motion Carried.

Jodi Fetting
Tuscola County Clerk, CCO