



MINUTES

Board of Commissioners

Meeting

8:00 AM - Thursday, May 25, 2023

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

Commissioner Vaughan 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, May 25, 2023, to order at 8:00 AM local time.

Prayer - Commissioner Vaughan

Pledge of Allegiance - Commissioner Bardwell

Roll Call - Clerk Fetting

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

Commissioners Absent: None

Others Present In-Person: Clerk Jodi Fetting, Eean Lee, Clayette Zechmeister, Mike Miller, Steve Anderson, Greg Rynearson, Mark Reene, Shelly Lutz, Judge Amy Grace Gierhart, Cody Horton, Angie Daniels, Register Marianne Brandt, Drain Commissioner Bob Mantey, Dara Hood, Treasurer Ashley Bennett

Also Present Virtual: Tracy Violet, Rebecca Evans, Bob Baxter, Debbie Babich, Cody Horton, Shawn Robinson, Register Marianne Brandt, Mark Haney, Carrie Tabar, Renee Francisco, Amanda Ertman, Barry Lapp, Shannon Beach, Pam Shook, Dara Hood, Kate Curtis, Mitchell Holmes, Steve Root, Cindy Hughes

At 8:04 a.m., there were a total of 16 participants attending the meeting virtually.

Adoption of Agenda

1. Adoption of Agenda -

2023-M-114

Motion by Matt Koch, seconded by Bill Lutz to adopt the agenda as amended. Motion Carried.

Action on Previous Meeting Minutes

1. Action on Previous Meeting Minutes -

2023-M-115

Motion by Bill Lutz, seconded by Thomas Young to adopt the meeting minutes from the May 11, 2023 regular meeting. Motion Carried.

Brief Public Comment Period for Agenda Items Only

None

Consent Agenda

2023-M-116

Motion by Thomas Young, seconded by Bill Lutz that the Consent Agenda Minutes and Consent Agenda Items from the May 22, 2023 Committee of the Whole meeting be adopted. Motion Carried.

CONSENT AGENDA

1. Move to approve the L-4029 Summer 2023 Tax Millage Report as presented by Angie Daniels, Equalization Director. Also, all authorized signatures are approved.
2. Move that per the request from Larry Zapfe, Mosquito Abatement Director, that Dennis Haley's position be changed from the Assistant Foreman position to the vacant Seasonal Biology Technician position at Step 2 at \$16.73 per hour effective immediately. This is a budget neutral request since the pay scales are the same for both positions.
3. Move that per the request from Larry Zapfe, Mosquito Abatement Director, that Rodney Spiers' position be changed from Seasonal Field Technician position to the vacant Assistant Foreman position at Step 1 at \$16.33 per hour effective immediately. Also, amend the Mosquito Abatement line items:
240-100-705-000 Salaries-Seasonal to be increased by \$1,860.00 and
240-100-715-000 FICA to be increased by \$140.00 through the use of fund balance.
4. Move that per the awarded 2023 Marine Safety Program (State funded) Grant Agreement that the required 25% match be budgeted in the amount of \$3,475.00 through the use of General Fund contingency to the Marine Safety Department 331 in the General Fund. Also, appropriate signatures are authorized.
5. Move that per the request from Undersheriff Robert Baxter to purchase 24 tasers for the Sheriff's Department in the total amount of \$79,691.21. Also, move that the following budgets be amended to allow for the \$12,000.00 grant award from Michigan Municipal Risk Management Authority (MMRMA) Risk Avoidance Program (RAP) for the taser project:
244-000-585-304 (revenue) \$12,000 MMRMA/RAP Taser Grant
244-304-981-004 (expense) \$12,000.00 MMRMA/RAP Tasers and

207-309-932-000 Equipment (expense) \$67,692.00
with the offset through the use of fund balance in the Road Patrol Fund.

New Business (continued below)

1. Prosecutor Refill Vacant Position (matter added) -

2023-M-117

Motion by Thomas Young, seconded by Thomas Bardwell that per the request from Mark Reene, Prosecutor, that Brad Kamrad, current Tuscola County Employee, be hired to fill the vacant Secretary II position in the Prosecutor's Office at Step 7 hourly wage of \$18.34 per hour with an effective date of hire of June 8, 2023 or sooner. Motion Carried.

For future reference, Brad Kamrad was a Friend of the Court employee.

2. Bids on the Replacement of the Exterior Windows at the County Adult Probation Building at 449 Wells Street, Caro -

2023-M-118

Motion by Thomas Young, seconded by Matt Koch that Dave's Glass from Caro be awarded the bid for replacement windows at the County Adult Probation Building at 449 Wells Street, Caro, in the amount of \$26,625.00. The Capital Improvements Fund Budget was established at \$15,000.00 for this project and will be short by \$11,625.00. Also, move to increase line item 483-938-971-024 Window Replacement by \$11,625.00 through the use of fund balance. Motion Carried.

3. Bids for the Installation of New Vinyl Siding at the County Adult Probation Building at 449 Wells Street Caro -

2023-M-119

Motion by Thomas Young, seconded by Matt Koch that Bergman Construction, Inc. from Saginaw be awarded the bid for new vinyl siding at the County Adult Probation Building at 449 Wells Street, Caro, in the amount of \$56,455.00. The Capital Improvements Fund Budget was established at \$35,000.00 for this project and will be short by \$21,455.00. Also, move to increase line item 483-938-971-023 Siding by \$21,455.00 through the use of fund balance. Motion Carried with Lutz opposed.

4. Tuscola County Sheriff's Office Awarded Tuscola County Community Foundation, Janks Grant -
Deputy Steven Anderson, Emergency Manager, explained the grant received.

2023-M-120

Motion by Thomas Young, seconded by Bill Lutz that due to receiving the Tuscola County Community Foundation - Janks Grant award in the amount of \$3,960.00 that the General Fund revenue account 101-000-583-426, Janks Grant Emergency Services, be increased by the same amount as well as the expense account 101-426-979-000, Janks Grant Equipment. Motion Carried.

5. Refill Vacant Part-Time Material Handler at the Recycling Center -
Mike Miller, Director of Buildings and Grounds/Recycling, requested to fill an upcoming vacant position.

2023-M-121

Motion by Bill Lutz, seconded by Matt Koch that per the recommendation of Mike Miller, Director of Building and Grounds/Recycling, that George Wright be hired to fill the vacant part-time Material Handler position at Recycling pending a favorable background check, drug screen and physical. Tentative start date of June 1, 2023. Motion Carried.

6. Animal Control Part-Time Attendant -
Clayette Zechmeister presented the request on behalf of Director Ray.

2023-M-122

Motion by Thomas Young, seconded by Bill Lutz that per the recommendation of Tyler Ray, Animal Control Director, to hire Katerina McCombs to fill the vacant part-time Animal Control Assistant/Kennel Attendant position at Step 1 at \$16.11 per hour with a tentative start date of June 6, 2023 pending satisfactory background check, physical and drug test. Motion Carried. Motion Carried.

7. District Court Probation Full-Time Probation Officer -

2023-M-123

Motion by Bill Lutz, seconded by Thomas Young that Preston Lockwood be hired to fill the vacant full-time Probation Officer position for District Court Probation. Effective date of hire of May 8, 2023 at Step 1 at the beginning annual salary of \$44,289.43. Motion Carried.

8. District Court Probation Full-Time Probation Officer -

2023-M-124

Motion by Matt Koch, seconded by Bill Lutz that Olivia Chapin be hired to fill the vacant full-time Probation Officer position for District Court Probation. Effective date of hire of May 15, 2023 at Step 1 at the beginning annual salary of \$44,289.43. Motion Carried.

9. LEAD Tuscola 2023-2024 Class Application and Brochure -
Jodi Fetting, County Clerk, reported that the LEAD program has been revitalized and is requesting the County participate in the upcoming year. Clayette Zechmeister to distribute the information to Elected Officials and Department Heads. Matter to be placed on the June 12, 2023 Committee of the Whole meeting.

Old Business (continued below)

1. Risk Avoidance Program (RAP) Body Worn Cameras Project - Animal Control - Eean Lee reported that he and Director Ray have had the opportunity to discuss the matter.

2023-M-125

Motion by Thomas Young, seconded by Bill Lutz to approve 50% funding for the Michigan Municipal Risk Management Authority (MMRMA) Risk Avoidance Program (RAP) Body Worn Cameras project awarded to Animal Control Director Tyler Ray. Also, authorize budget amendments as follows in the Equipment/Technology Fund:

244-000-585-239 MMRMA/RAP Body Cams revenue increase of \$255.00

244-239-981-019 MMRMA/RAP Body Cams expense by \$509.00.

The balance of the \$254.00 expense used through the use of fund balance in the Equipment/Technology Fund. Motion Carried.

Correspondence/Resolutions

1. Legislative Update 5-12-23 - The Michigan Association of Counties
2. Michigan Public Policy Survey - May 2023
3. Michigan State University Extension (MSUe) District 10 Director - Notice of Resignation
4. Lenawee County Resolution Opposing HB 4526-4528

Commissioner Liaison Committee Reports

Young

No Update

Board of Public Works

County Road Commission Liaison

Dispatch Authority Board

Genesee Shiawassee Thumb Works

Great Start Collaborative

Human Services Collaborative Council (HSCC)

MAC Agricultural/Tourism Committee

Region VII Economic Development Planning

Saginaw Bay Coastal Initiative

Senior Services Advisory Council

Tuscola 2020

Local Units of Government Activity Report

Vaughan

Board of Health

County Planning Commission

Economic Development Corp/Brownfield Redevelopment
Update provided.

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

Lutz

Board of Health

Larry Zapfe reported the increase of ticks.

Community Corrections Advisory Board

Department of Human Services/Medical Care Facility Liaison
Update provided.

Genesee Shiawassee Thumb Works

Jail Planning Committee

Local Emergency Planning Committee (LEPC)

MAC Judiciary Committee

MEMS All Hazard

Local Units of Government Activity Report

Representative Bierlein is addressing the option for Commissioners to be able
to attend meetings virtually.

Human Development Commission Board of Directors Liaison

Koch

No Update

Behavioral Health Systems Board

Recycling Advisory

Jail Planning Committee

MI Renewable Energy Coalition (MREC)

Local Units of Government

Bardwell

Behavioral Health Systems Board
Caro DDA/TIFA
Economic Development Corp/Brownfield Redevelopment
MAC 7th District
MAC Workers Comp Board
MAC Finance Committee
TRIAD
Local Units of Government Activity Report

Recessed at 8:51 a.m.
Reconvened at 9:00 a.m.

New Business (continued from above)

10. Closed Session Regarding Security (Exempt from Disclosure) -
2023-M-126

Motion by Bill Lutz, seconded by Thomas Young that the Board meet in Closed Session under Section 8(h) of the Open Meetings Act to consider material exempt from discussion or disclosure by state or federal statute specifically, records or information of measures designed to protect the security or safety of County employees, officials and visitors, as well as County property, which are exempt from disclosure as a public record under Section 13(y) of the Freedom of Information Act. Also, Clayette Zechmeister, Jodi Fetting, Eean Lee, Steve Anderson, Mike Miller, Shelly Lutz, Angie Daniels, Ashley Bennett, Marianne Brandt, Bob Mantey, Dara Hood and Cody Horton are authorized to attend at 9:02 a.m.

Yes: Thomas Young, Thomas Bardwell, Kim Vaughan, Bill Lutz, and Matt Koch

Motion Carried.

Recessed at 9:02 a.m.
Reconvened at 10:08 a.m.
At 10:08 a.m., there were a total of 18 participants attending the meeting virtually.

11. Refill Vacant Account Clerk III in the County Treasurer's Office -
Ashley Bennett, County Treasurer, explained the request.

2023-M-127

Motion by Bill Lutz, seconded by Thomas Young that per the request from Ashley Bennett, County Treasurer, that Kayla Siegel be hired to fill the vacant full-time Account Clerk III position in the Treasurer's Office. Due to her years of experience in banking coupled with her additional experience in the County Clerk's Office, she will be starting at Step 4 at the hourly wage of \$17.81 of the position. Her anticipated start date will be May 29, 2023. Motion Carried.

12. Closed Session Regarding Security (Exempt from Disclosure) -

2023-M-128

Motion by Bill Lutz, seconded by Thomas Young that the Board meet in Closed Session under Section 8(h) of the Open Meetings Act to consider material exempt from discussion or disclosure by state or federal statute specifically, records or information of measures designed to protect the security or safety of County employees, officials and visitors as well as County property, which are exempt from disclosure as a public record under Section 13(y) of the Freedom of Information Act. Also, Clayette Zechmeister, Jodi Fetting, Eean Lee, Steve Anderson, Mike Miller and Cody Horton are authorized to attend at 10:13 a.m.

Yes: Thomas Young, Thomas Bardwell, Kim Vaughan, Bill Lutz, and Matt Koch

Motion Carried.

Recessed at 10:13 a.m.

Reconvened at 10:26 a.m.

At 10:26 a.m., there were a total of 14 participants attending the meeting virtually.

13. Permission to Proceed with Request for Proposals (RFP) on the building currently known as the People State Bank (PSB) Building -
Mike Miller, Director of Building and Grounds, explained the request in order to proceed.

2023-M-129

Motion by Matt Koch, seconded by Bill Lutz to authorize Mike Miller, Director of Buildings and Ground, to post the Request for Proposals (RFP) to hire a General Contractor to oversee the demolition and renovations to the People State Bank (PSB) Building. Motion Carried.

Old Business (continued from above)

2. Risk Avoidance Program (RAP) Automatic Door Lock Badge ID Access System Project -

Clayette Zechmeister, Controller/Administrator, explained the grant received for the project. Matter to be added to Thursday's agenda for further discussion.

2023-M-130

Motion by Bill Lutz, seconded by Thomas Young to approve 50% funding for the Michigan Municipal Risk Management Authority (MMRMA) Risk Avoidance Program (RAP) Automatic Door Lock Badge ID Access System project awarded to Tuscola County with the assistance of Eean Lee, Chief Information Officer (CIO) and Shelly Lutz, HR Director. Authorize Budget amendments as follows in the Equipment/Technology Fund:

244-000-585-259 MMRMA/RAP Automatic Door Lock Badge ID Access System revenue increase of \$15,325.00

244-259-977-000 MMRMA/RAP Automatic Door Lock Badge ID Access System expense by \$30,650.00

The balance of the \$15,325.00 expense used through the use of fund balance in the Equipment/Technology Fund. Motion Carried.

3. Risk Avoidance Program (RAP) Digital Cameras Project -

2023-M-131

Motion by Matt Koch, seconded by Bill Lutz to approve 50% funding for the Michigan Municipal Risk Management Authority (MMRMA) Risk Avoidance Program (RAP) Digital Cameras project awarded to Tuscola County with the assistance of Eean Lee, Chief Information Officer (CIO) and Shelly Lutz, HR Director. Authorize budget amendments as follows in the Equipment/Technology Fund:

244-000-586-259 MMRMA/RAP Digital Cameras revenue increase of \$1,484.00; 244-259-977-100 MMRMA/RAP Digital Cameras expense by \$2,968.00. The balance of the \$1,484.00 expense used through the use of fund balance in the Equipment/Technology Fund. Motion Carried.

Other Business as Necessary

None

At 10:33 a.m., there were a total of 15 participants attending the meeting virtually.

Extended Public Comment

-Pam Shook spoke regarding Vanderbilt Park for possible improvements and the road issue and Park and Recreation Commission meeting changes.

-Judge Amy Grace Gierhart addressed the Friend of the Court's role with CRP funding and the matter of filling a position in the Prosecutor's Office.

Adjournment

2023-M-132

Motion by Bill Lutz, seconded by Thomas Young to adjourn the meeting at 10:52 a.m.
Motion Carried.

Old Business

Jodi Fetting
Tuscola County Clerk, CCO