



DRAFT

Martin D. Marshall, County Administrator
Telephone: (517) 264-4508
Fax: (517) 264-4512
www.lenawee.mi.us

PERSONNEL/WAYS & MEANS COMMITTEE

Ralph Tillotson, Chair - Terry Collins, Vice Chair
Committee of the Whole

MEETING LOCATION

Chamber Room, 2nd Floor
Old Courthouse, 301 N. Main Street, Adrian, MI

MINUTES: TUESDAY, FEBRUARY 13, 2018 - 10:03 A.M.

PRESENT: Commissioners Tillotson, Bales, Bolton, Collins, Driskill, Knoblauch, Lapham, and Stimpson, and Wittenbach

ALSO PRESENT: Ed Scheffler, Joe Brezvai, Roxann Holloway, Marilyn Woods, Kim Murphy, Jennifer Ambrose, Jason Wiess and Matt Dropps from Enterprise, David Panian (The Daily Telegram), Martin Marshall, and Rebecca Borton

I. APPROVAL OF THE MINUTES

Motion by Lapham, seconded by Collins, to approve the minutes of January, 2018. Motion carried.

II. PERSONNEL BUSINESS

- A. Employment Changes:** The monthly employment changes were presented.
- B. Unemployment Insurance Report:** Marty reviewed the 2017 Unemployment Insurance Report. Premium charges to departments for 2018 will remain the same at .3% of payroll, but adjustments may be necessary should claims experience increase.
- C. Drain Commission Request:** Drain Commissioner Jenny Escott submitted a request for a new Utility Operator position to cover the Central Lenawee plant. This would be a union position, 100% reimbursed by the various sewer and water systems.

Motion by Knoblauch, seconded by Driskill, to recommend approval of the new Utility Operator position request as presented. Motion carried.

- D. Prosecuting Attorney Request:** The Prosecuting Attorney has submitted a request for a new Assistant Prosecuting Attorney I position. This position will be assigned to District Court Arraignments, the Economic Crimes Unit, and to Adrian/Clinton municipality cases.

Motion by Bolton, seconded by Collins, to approve the Assistant Prosecuting Attorney I personnel request as presented. Motion carried.

- E. Other Personnel Business:** There was no other personnel business at this time.

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III. WAYS AND MEANS BUSINESS

- A. Finance Report:** The finance reports were reviewed, the bench mark is at 8%.
- B. MAC Conference:** The Michigan Association of Counties annual legislative conference in Lansing is set for March 26-28th and any commissioner attending should contact Rebecca soon.
- C. Transfer of Funds to Land Bank Authority:** The Lenawee County Land Bank acquires property from the County Treasurer to provide expanded opportunity to repurpose such properties and return them to productive use. The properties at 125 and 127 W Maumee in the city of Adrian have been in the land bank for many years. The properties are deteriorated beyond feasible repair and the Land Bank has retained a project manager and obtained quotes to raze the buildings. However, the Land Bank does not have funding to pay the cost of demolition.

The Land Bank has awarded contracts for the demolition project and if they are not terminated by the 23rd of February, the projects will move forward.

There was discussion regarding the condition of the buildings; and investigation of alternative options has been exhausted.

Motion by Stimpson, supported by Lapham, to recommend approving the transfer of \$300,000 from Delinquent Tax to the Land Bank Authority for the purpose of demolitions. Discussion. Motion carried.

- D. Vehicle Fleet Management Referral (Physical Resources Committee):** A proposal from Enterprise for the management of vehicles was reviewed. The Sheriff would like to initiate his 2018 vehicle purchases through the program while the Drain Commissioner will be obtaining three vehicles. There are other programs offered by Enterprise that may be considered in the future.

The importance of keeping business local was discussed.

Motion by Collins, supported by Driskill, to recommend approving the Enterprise Fleet Management Plan and authorize the Administrator to sign the contract and any lease documents as vehicles are ordered on behalf of the County. Motion carried.

- E. Consent Agenda:** Actions taken today will be on the consent agenda unless a commissioner requests otherwise.

Motion by Driskill, seconded by Knoblauch, to place all actions taken today on the consent agenda. Motion carried.

- F. Other Business:** Through Commissioner Knoblauch, the Conservation District expresses their gratitude to the Commission for their continued support. Commissioner Knoblauch also announced that Mike and Ragina Beagle have received the 2017 Conservation Farmer of the Year award.

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IV. ADJOURNMENT

Motion by Stimpson, seconded by Collins, to adjourn at 10:42 a.m. Motion carried.

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