



LENAWEE COUNTY
MICHIGAN

LENAWEE COUNTY ADMINISTRATOR'S OFFICE

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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, Knoblauch, Lapham, and Stimpson, and Wittenbach

ABSENT: Commissioner Driskill

ALSO PRESENT: Gary Griewahn, Harold Gregg, Tim Watterson, and Terry Etter from Madison Township; Bill Thomas and Bonnie Tejkl from Modern Waste Systems, Inc; Jenny Escott, Marilyn Woods, Kim Murphy, Jennifer Ambrose, Diana Schroeder, Carolyn Bater, David Panian (The Daily Telegram), Martin Marshall, and Rebecca Borton

I. APPROVAL OF MINUTES

Motion by Bolton, seconded by Wittenbach, to approve the minutes of February 13, 2018. Motion carried.

II. PERSONNEL BUSINESS

A. Employment Changes: The monthly employment changes were presented.

B. Drain Commission Request: The Board of Commissioners referred the request for a new Utility Operator position back to the Committee for further review. The request is for a new Utility Operator position for the Central Lenawee plant. This would be a union position, 100% reimbursed by the various sewer and water systems within its jurisdiction.

Jenny Escott reported that the Central Lenawee Plant is responsible for Adrian Township, Fairfield Township, Palmyra Township, Raisin Township, and Riga Township in addition to Madison Township; and explained that although the employees are responsible for the operation and maintenance of several systems in the County, they bill their time to the system where the work is performed. The additional employee would cost up to \$68,000 depending upon the cost of fringe benefits.

Madison Township officials expressed concern about their portion of charges and the burdened that will be imposed on their residents. They suggested that a Township employee provide support when needed.

There was discussion regarding the breakdown of costs, the means in which

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these costs were determined, and potential issues with a Township employee conducting the work responsibilities of a County employee.

Motion by Stimpson, seconded by Knoblauch, to recommend approval of the new Utility Operator position request as presented. Roll call vote followed discussions. Yeas (8): Knoblauch, Tillotson, Wittenbach, Stimpson, Lapham, Bales, Bolton, and Collins; Nays (0); Absent (1): Driskill. Motion carried.

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

III. WAYS & MEANS BUSINESS

Commissioner Collins requested that a Criminal Justice Committee recommendation for Judicial Building Security be added to the agenda under Committee recommendations/referrals.

- A. Finance Report:** Martin Marshall reviewed the finance reports.

- B. Second Quarter Allotment:** Resolution #2018-005

Motion by Knoblauch, seconded by Wittenbach, to recommend approval of the Second Quarterly Allotment of Appropriations. Motion carried.

- C. BioDri-Business Revolving Loan Closure:** BioDri was granted a Business Revolving Loan in 2010 in the amount of \$400,000. The company has since gone out of business with an unpaid loan balance of nearly \$269,000. All attempts to collect on the debt have been exhausted and the Administrator's Office is recommending the loan be closed. The original funds used to make the loan were drawn from Business Revolving Loan Funds which originated as a grant from the State of Michigan many years ago.

Motion by Collins, supported by Stimpson, to recommend closing the BioDri revolving loan and write off the balance. Discussion. Motion carried.

- D. Committee Recommendations/Referrals**

Judicial Building Security contract: The Criminal Justice Committee recommended the approval of the ADA Security contract for security services at the Judicial Building entrance.

Motion by Collins, supported by Bolton, to recommend approving the ADA Security contract for security services for the entrance of the Judicial Building. Motion carried.

Reimbursement Resolution: The resolution is part of the procedure to permit the County to expend funds on the improvement project and then reimburse those funds from the sale of bonds at a later date.

Motion by Knoblauch, supported by Collings, to recommend approving the reimbursement resolution (#2018-006). Motion carried.

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Annex Building Swing Space: The Physical Resources Committee submitted a request to approve \$642,118 for construction costs to prepare the Annex Building swing space. Construction costs to be reimbursed by bond proceeds.

Motion by Bolton, supported by Lapham, to recommend approving \$642,118 in construction costs to prepare Annex building swing space with construction costs to be reimbursed by bond proceeds. Motion carried.

Physical Resources Committee Referral (Airport Training Room): The Physical Resources Committee submitted a request to approve \$206,136 for construction of the training room at the Airport; this room will also serve as a temporary Emergency Operations Center during construction.

Motion by Bolton, supported by Wittenbach, to recommend approval of \$206,136 for the construction of the Airport training room with construction costs to be reimbursed from bond proceeds. Motion carried.

Solid Waste Coordinating Committee Referral (Recycling Material Service Contract): The Solid Waste Coordinating Committee submitted a request to accept the Modern Waste System proposal and approve the contract for hauling recycled materials and providing compaction containers.

Motion by Knoblauch, supported by Bolton, to recommend approval of Modern Waste contract for suppling and hauling recycling containers. Motion carried.

E. Consent Agenda: The Lenawee Transportation Corporation has submitted a resolution of intent to apply for state funding, along with two agreements relative to operations. These documents will be placed on the consent agenda for Board of Commissioners approval.

Actions taken today will be on the consent agenda unless a commissioner requests otherwise.

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

F. Other Business: The County auditors will be working in the Committee Room and any meetings in the near future will be held in Chambers.

The Commissioners were reminded about the Farm Bureau luncheon tomorrow prior to the Board meeting.

IV. ADJOURNMENT

Motion by Bolton, seconded by Bales, to adjourn at 11:10 a.m. Motion carried.