

PERSONNEL / WAYS & MEANS COMMITTEE

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MEMBERS

*Ralph Tillotson, Terry Collins
Committee of the Whole*

MEETING LOCATION

Chambers
301 N. Main Street
Adrian, MI 49221

Minutes: Tuesday, February 8, 2022 – 10:09 a.m.

Present: Commissioners Tillotson, Collins, Bolton, Bales, Goetz, Jenkins-Arno, Krasny, Stimpson, and Wittenbach

Also Present: Sheriff Bevier, Kim Murphy, Rebecca Borton, Martin Marshall, Molly Mason, Bev Ahlers, Erin VanDyke, Roxann Holloway, Kate Daisher, and Burke Castleberry

I. APPROVAL OF MINUTES

Motion by Wittenbach, seconded by Bolton, to approve the minutes of the January 11, 2022, meeting. Motion carried.

II. PERSONNEL BUSINESS

A. Employment Changes: Personnel changes were available for review.

B. Maurice Spear Campus Reclassification Request: Given the change in age, size, and severity of offenses that come with 17 year-old offenders, the union representing employees at the campus requested review of their compensation. Under provisions of the labor agreement, if an employees' job changes they may be entitled to a reclassification to reflect the change in workload and conditions.

A review of the employee duties at the campus indicated that they were, in many ways, similar to the duties of corrections officers in the jail at the same time recognizing the continued difference between adult offenders and juvenile offenders.

The reclassification request includes a recommendation to increase

- Youth Specialist I to a top rate of \$22.50 and the Youth Specialist II to a top rate of \$24.00
- The Shift Supervisor position increase to \$26.00 at the top rate.
- Stepping the Detention Supervisor, the Resident Counselors, and the Campus Director up one pay grade each (These positions are not part of the bargaining unit but are affected by the change in law as they interact with facility residents).

The estimated increased cost associated with this recommendation is \$360,000. The State of Michigan would reimburse \$180,000 of that cost under the 50%

reimbursement provisions while the balance of the increase may be recouped by housing additional out-of-county residents at the facility.

Motion by Bolton, seconded by Stimpson, to recommend the approval of the Maurice Spear Campus reclassification requests as presented. Motion carried.

- C. Unemployment Memo:** Administrator Marshall reviewed the 2021 Unemployment Insurance Report. Premium charges to departments for 2022 will remain at .3% of payroll with premium adjustments being made should claims increase.
- D. Other Personnel Business:** There was no other personnel business.

III. WAYS AND MEANS BUSINESS

- A. Finance Reports:** Administrator Marshall reviewed the finance reports.
- B. Auditor Recommendation:** There were challenges in completing the 2020 audit that resulted in hiring our existing audit firm to provide us with Finance Director and audit preparation services. As a result, we are in need of an auditor to conduct the 2021 audit. Rehmann has recommended a no-bid contract with an audit firm for up to three years of service. It is necessary to move quickly to secure the audit firm services to timely complete the audit.

Motion by Collins, seconded by Wittenbach, to recommend waiving the bidding policy and authorize the County Administrator to enter into a contract with an audit firm, as recommended by Rehmann, for up to three years at a rate not to exceed \$70,000 in the first year and not to exceed \$75,000 in any subsequent year. Motion carried.

- C. Lenawee Transportation Corporation:** The Lenawee Transportation Corporation submitted the 2023 Resolution of Intent, as well as three project authorizations.

Motion by Stimpson, seconded by Collins, to recommend adoption of the Resolution of Intent RES#2021-0 and Projects P1, P2, and P3 of Agreement #2022-0084

- *Job Access & Reverse Commute (P1;213021NI)*
- *Specialized Services (P2;213817NI)*
- *Section 5311 Operating (P3; 213677NI)*

Motion carried.

- D. Village of Clayton Annexation (RES2022-01A):** An amended resolution to correct the Village of Clayton President's name; from Sharon Johnston to Shannon Johnston was submitted for consideration.

Motion by Jenkins-Arno, seconded by Bolton, to recommend adoption of Resolution 2022-01A Village of Clayton Annexation. Motion carried.

E. Committee Referrals/Recommendations: There were no committee referrals or recommendations.

F. Campus Projects: Minor issues continue to be address with the Old Courthouse renovation. There are items that have been ordered and still awaiting delivery.

G. Other Ways & Means Business: There was no other business.

IV. CONSENT AGENDA

All items addressed today will be placed on the consent agenda for approval tomorrow.

V. PUBLIC COMMENT

There were no public comments.

VI. ADJOURNMENT

Motion by Goetz, seconded by Wittenbach, to adjourn the meeting at 10:36 a.m. Motion carried.