

# PERSONNEL / WAYS & MEANS COMMITTEE

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## MEMBERS

*Terry Collins, Ralph Tillotson*  
*Committee of the Whole*

## MEETING LOCATION

301 N. Main Street – Adrian, MI

**Minutes:** Tuesday, October 10, 2023 – 10:04 a.m.

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**Present:** Commissioners Collins, Bales, Bolton, Jenkins-Arno, Krasny, Martis, Tillotson, and Van Doren

**Absent:** Commissioner Stimpson

**Also Present:** Kim Murphy, John Gillooly, Shannon Elliott, Rebecca Borton, Francine Zysk, Matt Turgeon, Tracy Stace, Jen Ambrose, Rachel McArar, Roxann Holloway, Carolyn Bater, Jenny Escott, Ian Wendt (WLEN), Donna Smigiel (MGT), David McFarland, Shelly Delong, Erin VanDyke, Sheriff Bevier, C. Hudson, Micah Hazzenzahl, Ben Ricker, Kirk Valentine, Chris Foerg, Teresa Choate, Michele Bates, Deb Comstock, and Victoria Powlack

## I. APPROVAL OF MINUTES

*Motion by Martis, seconded by Bolton, to approve the minutes of the September 2023 meeting.*  
*Motion carried.*

## II. PERSONNEL BUSINESS

- A. Employment Change Report:** A list of recent employment changes was available.
- B. Other Personnel:** No other personnel business.

## III. WAYS AND MEANS BUSINESS

- A. Finance Reports:** Admin. Murphy reviewed the general fund income statement and fund equity reports.
- B. Budget Presentation:** Admin. Murphy presented a summary of the 2024 Draft Budget and workbooks were distributed. The proposed 2024 General Fund budget is \$37,126,179 and is balanced utilizing a portion of fund reserves. She reviewed revenues, expenses, bond obligations, and future considerations.

Personnel expenses increased by approximately \$1.2 million and non-personnel increased by \$2.1 million.

Comm. Van Doren talked about the substantial increase in personnel costs and explained that the wage study identified several increases that were necessary in several county positions.

*Motion by Tillotson, seconded by Van Doren, to adopt the 2024 Draft Budget for publication and recommend the Board of Commissioners publish and set a Public Hearing for Wednesday, November 8, 2023. Motion carried.*

- C. 2023 Apportionment Report:** Equalization Director, M. DeLong, presented the 2023 Apportionment Report. This report includes each municipality's millage totals, Equalized Value, and the portion of the county's value that each municipality represents.

*Motion by Bolton, seconded by Martis, to recommend adoption of the 2023 Apportionment of tax rates spread upon all taxable property located within Lenawee County. Motion carried.*

- D. Friend of the Court:** The Cooperative Reimbursement Program (CRP) is a contract that county offices enter into with the Michigan Department of Health and Human Services (MDHHS) Office of Child Support (OCS) to receive reimbursement for the net expenditures of providing services for the Title IV-D child support enforcement program.

David McFarland, FOC, and Donna Smigiel, MGT, provided highlights of recent changes, including an increase in reimbursement and additional security audits.

*Motion by Bolton, seconded by Martis, to recommend approval of the 2024 CRP Title IV-D Agreement and designate Judge Anna Marie Anzalone, Chairman James Van Doren, and FOC David McFarland as the authorized signatories. Motion carried.*

- E. TPS Additional Debris Removal:** Admin. Murphy provided an update on the debris removal. As mentioned last month, additional debris has been discovered. The cost of removal has been negotiated and a quote for \$66,461.52 was submitted for consideration.

The Committee was reminded that several walk-throughs of the property, as well as, a drone fly-over conducted prior to the original contract. The additional debris was discovered hidden in a vault and under cement when the contractual identified debris was removed.

There was discussion regarding the Board of Commissioners coming up with a plan for the property.

*Motion by Van Doren, seconded by Martis, to recommend accepting and authorizing the Administrator to sign contract modification-1B with TSP Construction LLC for debris removal in the amount of \$66,461.52 [out of 401.901.870]. Motion carried.*

- F. ETDB 800 Mghz Preventative Maintenance:** Sheriff Bevier reviewed a request to purchase preventative maintenance for the radio fleet. The E911 Board has reviewed and approved the request.

*Motion by Van Doren, seconded by Martis, to recommend approval of the purchase of subscriber radio preventative maintenance for the Lenawee County radio fleet, including law enforcement and fire/EMS subscriber radios in the amount of \$85,000.00 [out of 261.325.850]. Motion carried.*

- G. PA 116 Applications:** Four (4) PA 116 applications were submitted for review/approval. The property is located in Dover Township and therefore requests Board of Commissioners approval.

*Motion by Tillotson, seconded by Bolton, to recommend approval of the PA 116 applications #377, 378, 379, and 380. Motion carried.*

- H. Support for Blight Removal:** Kirk Valentine talked about a development project in Adrian that he has been involved in. The contaminates located on the former Daily Telegram property and adjacent properties have been identified and the development group would like to have the contaminations removed rather than installing a vapor mitigation system as recommended by EGLE. The development group is requesting a resolution in support of their efforts.

*Motion by Van Doren, seconded by Bolton, to recommend approval of the resolution supporting the elimination of blight for the project. Motion carried.*

#### **I. Committee Referrals/Recommendations**

**Local Land Use Resolution:** Comm. Martis reviewed a resolution supporting local control of land uses including, but not limited to short-term rentals, industrial solar installations, industrial wind turbine installations, carbon dioxide capture and sequestration, and sand and gravel mining.

*Motion by Martis, seconded by Bolton, to recommend approval of the resolution of support of Local Control of Land Use. Motion carried.*

#### **J. Other Ways & Means Business**

There was no other Ways & Means business.

#### **IV. CONSENT AGENDA**

Action items unanimously approved at this meeting will be placed on the Board of Commissioners Consent Agenda unless requested to be removed.

#### **V. PUBLIC COMMENT**

Deb Comstock spoke in opposition to adopting a local land use resolution.

Victoria Powlack spoke about the Tecumseh Product Site.

#### **VI. COMMISSIONER COMMENTS**

Comm. Van Doren commented on the respectful deliberations at today's meeting.

Comm. Martis commented on his support of local control over land use.

Comm. Tillotson commented on land use and tax abatements.

Comm. Collins concluded with words regarding the Tecumseh Product Site and the Commission working together to move forward.

**VII. ADJOURNMENT**

*Motion by Van Doren, seconded by Martis, to adjourn the meeting at 11:40 a.m. Motion carried.*

KLM/rdb