

WEDNESDAY, NOVEMBER 8, 2023

PRESENT: Comm. Van Doren, Bales, Bolton, Collins, Jenkins-Arno, Krasny, Martis, Stimpson, and Tillotson

ALSO PRESENT: Jenny Escott, Kim Murphy, Shannon Elliott, Jennifer Ambrose, Ebony Duff (County's Legal Counsel/via Zoom), Dionne Bowens, Lydia Fields, Jackie Bradley, Leo Oswald, Jeff Ewald, Bev Ahlers, Tracy Stace, Teresa Choate, Erin Van Dyke, Tammy Sheldon, Audricka Jacob, Tim Ruple, Ian Wendt (WLEN), David Panian (Daily Telegram), Wendy Chetkovich, Rebecca Borton and Roxann Holloway.

The meeting was opened with an invocation and the Pledge of Allegiance.

Comm. Bolton moved to approve the minutes from the October 11, 2023, meeting, Comm. Bales seconded. Motion CARRIED.

Comm. Tillotson moved to approve the agenda as presented, Comm. Bolton seconded. Motion CARRIED.

Communications were received.

Limited Public Comment was opened for any agenda item.

A Public Hearing for County 2024 Budget was opened 1:35 at p.m.
Wendy Chetkovich, Cement City, thanked the commissioners for all their hard work.

Comm. Bolton moved to close the public hearing at 1:37 p.m., Comm. Martis seconded, Motion CARRIED.

Comm. Stimpson moved to approve the following resolution, Comm. Tillotson seconded.

2024 LENAWEЕ COUNTY - GENERAL APPROPRIATIONS ACT RES#2023-18

WHEREAS Public Act 621 of 1978, titled "The Uniform Budgeting and Accounting Act" provides for a system of uniform procedures to guide the preparation and execution of budgets in all local units of government in Michigan; and

WHEREAS the Act requires the legislative body of each local unit to pass a general appropriations measure in compliance with provisions of the Uniform Budgeting and Accounting Act, as the method of adopting its budget; and

WHEREAS the County Board has deliberated upon the budget, presented it for public hearing and received and reviewed comments from the public and from County officials;

NOW THEREFORE the Lenawee County Board of Commissioners resolves:

SECTION 1. APPROPRIATION

The 2024 General Fund Budget, comprised of revenues and expenditures in the amount of **\$37,126,179** as specified in the attached 2024 General Fund Budget document, is hereby adopted and made part of this resolution. Authorization for expenditure of the various appropriations is hereby granted; provided that such expenditures are in compliance with this resolution, applicable County policies and State law.

"Appropriation" as used in this resolution shall mean the designation of funds to be used for a specific purpose including the operation of a County department, agency or office; and the allocation to an agency, board, commission, department or other entity whose expenditures and revenues are not accounted for through the General Fund.

Section 16(1) of the Uniform Budgeting and Accounting Act requires that the legislative body of each local unit pass a general appropriations act for certain designated funds.

These funds and their adopted budgets include:

NON-GENERAL FUND BUDGETS

Fund	Total Exp Budget
208 Parks	51,850
211 AG Committee	12,000
214 Sobriety Court	116,541
215 Friend of the Court	446,384
216 Caseload Assistance	10,000
217 Enhanced Treatment Court	76,500
218 Adult Drug Treatment Court	539,233
221 Health Department	4,473,691
230 Drug Testing Facility	100,339
232 Solid Waste	105,000
234 Lenawee Local Emergency	8,000
236 Criminal Justice Comm Allocation	43,000
251 Drain Commission	2,585,768
252 MCF Millage	793,072
253 Indigent Defense	2,669,897
254 Survey/Remonumentation	82,684
255 Land Bank	168,325
256 Register of Deeds Automation	81,000
257 Concealed Pistol Licensing	6,800
260 Mobile Data Terminal	49,500
261 911 Service	3,276,871
262 Hard Labor	23,720
263 Marine Law Enforcement	28,339
264 Local Corrections Officer Training	25,000
265 Drug Law Enforcement	5,050

266	Law Enforcement	8,500
269	Law Library	40,008
274	Homeland Security	53,792
280	Secondary Road Patrol	113,403
285	ARP Funds	8,177,932
286	Veteran Service	97,864
287	Housing Rehabilitation	35,000
292	Child Care - Maurice Spear Campus	5,447,280
293	Veterans Relief	261,714
296	Department on Aging	5,888,955
297	Child Care - Dept of Human Services	348,500
298	Lilley	15,500
299	Other Special Revenue	21,200

SECTION 2. APPROVED MILLAGE RATE

As provided in MCL 141.436 Section 16(2), the Truth in Budgeting Act; the Board of Commissioners approves the following 2024 millage rates: County Operating 5.4000; Lenawee Medical Care Facility Special .1896; Department on Aging Special .7478; and Veterans Relief .0996; or the maximum allowable millage after applicable millage reduction under MCL 211.34d.

SECTION 3. APPROPRIATION NOT A MANDATE TO SPEND

The various appropriations specified in the budget represent the maximum authorization to incur expenditures for the purposes specified. It is expected that all elected and appointed County officials shall exercise necessary judgment in the use of appropriated funds in order to achieve the objectives of their program with minimum expenditures.

SECTION 4. ALLOTMENT OF APPROPRIATIONS

When financial circumstances warrant, the Board may adopt a schedule for allotting the annual appropriations contained within the budget on a periodic basis of no less than one calendar quarter. Under this provision, the authorization to spend the annual appropriations provided in the budget shall be limited to the time limits and amounts established in such schedule. No elected or appointed official shall cause obligations to be incurred against, and no payment shall be made from, an appropriation in excess of the limits provided in the schedule.

SECTION 5. LIMIT ON OBLIGATION AND PAYMENTS

No elected or appointed County official shall cause an obligation to be incurred against, and no payment shall be made from, any appropriation unless there is sufficient unencumbered balance in the appropriation or allotment. Any obligation incurred or payment authorized in violation of this resolution shall be void and any payment so made illegal. Expenditures made in violation of this resolution shall be subject to the penalties specified in P.A. 621 of 1978, titled the Uniform Budgeting and Accounting Act.

The power to authorize agreements binding the County rest with the Board of Commissioners, unless some other statutory agreement exists or the Board of Commissioners specifically authorize elected officials to sign certain contracts within established guidelines, that are not otherwise prohibited by statute. Moreover, as part of the County's budgetary and appropriation policies the Board of Commissioners may require that the County be named as an additional insured on contractor's insurance policies along with a copy of the contractor's insurance policies and copy of the contractor's licenses be kept on file with the County Administrator. Each claim against the County shall be approved and signed by the elected or appointed County official responsible for expenditure of the appropriation and shall specify the fund, appropriation account and the activity number assigned in the Budget in accordance with the State Accounting Classification System. Such claims shall be submitted on a timely basis as prescribed in the Accounts Payable Policy & Procedures. Claims against the County shall be approved by the Board. In no case shall money be drawn from the County treasury except as properly authorized in the pursuance of an appropriation provided for in the budget and no expenditures shall be charged directly to any contingent or general account.

SECTION 6. TRANSFER & PURCHASES

Transfers of any unencumbered balance, or any portion thereof, of any appropriation to any other appropriation may not be made without amendment of the General Fund Budget by regular action of the County Board of Commissioners. An elected or appointed County official responsible for an appropriation may, within the limits of the total appropriation, transfer funds between line items; except between a personnel line item and any non-personnel line item, nor may such official create a staff position, alter salaries, or purchase equipment without prior authorization of the Board of Commissioners. Purchase of supplies, vehicles, service and equipment shall be in compliance with County purchasing policies adopted by the County Board of Commissioners. Establishment of salary levels and adjustments thereto shall be made as authorized in the adopted County personnel policies and negotiated labor contracts.

SECTION 7. ADMINISTRATOR CONTINGENCY

The Administrator is authorized to approve expenditures using the Administrator Contingency in single amounts not to exceed \$10,000 and make necessary budget adjustments to reflect those expenditures. Such expenditures will be tabulated and reported to the Board of Commissioners prior to year-end.

SECTION 8. REVIEW OF FINANCIAL ACCOUNTS

On at least a monthly basis, the County Administrator shall review the status of expenditures and revenues as compared to the adopted budget, and shall report the findings to the Board, noting areas in which there are significant variations with the budget and providing recommendations where appropriate. A monthly status report of revenues and expenses shall be provided as appropriate to elected and appointed County officials by the Administrator.

SECTION 9. BALANCES REDUCED TO ZERO

As soon as practical after the start of the County fiscal year, the County Administrator shall examine each appropriation account for the following funds to determine whether a balance of County funds remains from the preceding fiscal year in excess of the budgeted balance and shall report the findings to the Board: Parks Commission, Health Department, Solid Waste, Drain Commission, Public Defender, Law Library, Marine Law, Child Care, and County Airport. If an excess cash balance of County funds is found in any such account, the County Board may reduce the appropriation to that account by the amount of the cash balance in excess

of the budgeted anticipated balance, or any portion thereof, and transfer that amount to the General Fund Contingency Account.

Elected and appointed officials are responsible for maintaining expenditures within the limits of an appropriation as provided in this resolution. Should it become apparent to the official that the rate of expenditures of the appropriation shall exhaust that appropriation before the end of the budget period or allotment period, the official shall immediately take steps to reduce the rate of expenditures. The official may request a supplemental appropriation from the County Board of Commissioners, who may in its discretion approve or deny the request.

Whenever it is reported to the County Board of Commissioners that actual and probable revenues in any fund may be less than the estimated revenues upon which appropriations from such fund were based, the Board of Commissioners shall take such actions which in its sole discretion are deemed necessary to prevent expenditures from exceeding available revenues for the current fiscal year. Such actions may include reductions or adjustments in periodic allotments and appropriations for any or all appropriations, implementation of hiring freezes, layoff of personnel, renegotiation of labor contracts, and elimination of capital outlays and equipment purchases; provided, however, that all elected and appointed officials shall be given the opportunity for review and comment on any proposed action prior to its adoption.

Motion to approve CARRIED by a Unanimous Roll Call Vote.

Comm. Stimpson moved to approve the following proclamation, Comm. Bolton seconded.

FAMILY COURT AWARENESS - November 2023

PRO#2023-16

WHEREAS, the purpose of Family Court Awareness Month is to increase awareness of the importance of a family court system that prioritizes child safety and acts in the best interest of children, and

WHEREAS, this month, we recognize the importance of empirically-based education and training on domestic violence and child abuse, including emotional, psychological, physical, and sexual abuse, as well as relational and family trauma, coercive control, and post-separation abuse for judges and all professionals working on cases within the family court system, and

WHEREAS, we must create awareness and change in the family court system for the conservatively estimated, 58,000 children a year ordered into unsupervised contact with abusive parents, while honoring the hundreds of children who have been reported as murdered during visitation with a dangerous parent, and; educate the public that child abuse and neglect is a serious public health issue; and

WHEREAS, we strive to increase awareness of the importance of using scientifically valid, evidence-based, treatment programs and services that are proven in terms of safety, effectiveness, and therapeutic value, and; during Family Court Awareness Month, the County of Lenawee seeks to educate judges and other family court professionals on evidence-based, peer-reviewed research. Such research is a critical component to making decisions that are truly in the best interest of children.

THEREFORE, BE IT RESOLVED that the Lenawee County Board of Commissioners hereby declare the month of November, to be **FAMILY COURT AWARENESS MONTH**.

Motion to approve CARRIED by a Unanimous Roll Call Vote.

Comm. Collins moved to approve the following proclamation, Comm. Bolton seconded.

VETERANS DAY

PRO#2023-xx

WHEREAS, Veterans Day is a day dedicated to honoring and expressing our gratitude to all those who have served in the United States Armed Forces;

WHEREAS, the men and women who have served in the military have made great sacrifices to protect the freedoms and values we hold dear;

WHEREAS, the contributions of veterans have played an essential role in shaping the nation's history, preserving democracy, and upholding the principles on which our country was founded;

WHEREAS, there have been over 41 million Americans who have served in the military since 1776 and approximately 7% of living Americans have served the U.S. military in some capacity;

WHEREAS, it is our moral and civic duty to recognize, acknowledge, and support veterans for their unwavering dedication and bravery.

NOW, THEREFORE, BE IT RESOLVED that the Lenawee County Board of Commissioners officially offer our eternal gratitude to those who have served defending our great nation in the armed forces, and we urge all citizens to join us in honoring and thanking our veterans for their service.

Motion to approve CARRIED by a Unanimous Roll Call Vote.

Comm. Bolton moved to approve the following consent agenda items, Comm. Martis seconded.

Board Resignations/Appointments: The following appointments APPROVED.

Solid Waste Coordinating Committee

Kasee Johnson, Health Field 12/26

Jim May, Solid Waste Industry 12/26

Dan Swallows, City of Tecumseh 12/26

WellWise Services

Aimree Ream-Taylor, Adrian 4/24

Medical Waiver: The Medical Benefits Waiver to opt out of PA 152 of 2011 (MCL 15.568) is APPROVED.

Capital Improvement Plan: The 2024-2028 Capital Improvement Plan is APPROVED.

Inmate Food Service: The three-year contract with Aramark for inmate food services and commissary; in an amount of \$375,000 to come out of fund 101.351.848.200 is APPROVED.

STOP Grant: The STOP School Violence Program Grant is APPROVED.

HSB Elevator: The Schindler quote in the amount of \$55,704 for the installation of the HSB elevator door lock monitoring system out of fund 502.283.930 and APPROVED.

Airport Lease: The hangar ground lease addendum and ground lease terms are APPROVED.

Motion to approve the consent agenda CARRIED by a Unanimous Roll Call Vote.

Comm. Collins reported from the Accounts Payable Committee.

October 19, 2023: Total vouchers: \$ 6,281,175.47; general fund's portion: \$ 270,393.02.

November 2, 2023: Total vouchers: \$ 5,128,402.86; general fund's portion: \$ 276,716.70.

Comm. Tillotson moved to approve the total vouchers as presented, Comm. Bolton seconded.
Motion CARRIED.

Comm. Collins reported from the Criminal Justice Committee.

Comm. Bolton reported from the Human Services Committee.

Comm. Collins reported from the Personnel/Ways and Means Committee.

Comm. Jenkins-Arno reported from the Policy and Procedures Committee.

Comm. Krasny reported from the Physical Resources Committee.

Comm. Martis reported from the Rules & Appointments Committee.

Comm. Bales reported from the Airport Commission.

Comm. Stimpson reported from the Community Action Agency.

Comm. Stimpson reported from the Community Mental Health Authority.

Comm. Bolton reported from the County Planning Commission.

Comm. Collins reported from the Department on Aging.

Comm. Bolton reported from the Department of Health and Human Services.

Comm. Collins reported from the Emergency 9-1-1 District Board.

Comm. Collins reported from the Health Board.

Comm. Collins reported from the Homeland Security & Local Emergency Planning.

Comm. Jenkins-Arno reported from the Land Bank Authority.

Comm. Tillotson reported from the Lenawee Public Transportation Authority.

Comm. Van Doren MAC – General Government.

Comm. Collins reported from the Maurice Spear Campus.

Comm. Tillotson reported from the Parks Commission.

Comm. Tillotson reported from the Region 2 Planning Commission.

Comm. Tillotson reported from Substance Abuse (CMHPSM).

Comm. Bolton reported from the Triad.

Comm. Martis reported from the Michigan Township Association.

Comm. Collins reported from the Veterans Affairs Board.

Other Liaison Reports: None

Unfinished Business: None

New Business: None

Public Comment: None

Commissioner Comments:

Comm. Van Doren announced the Community Tree Lighting and Ringing of the Bells, on the old courthouse front lawn. Event begins at 6:30 p.m. on November 27th.

Announcements:

Administrator Murphy announced that the Christmas tree will be delivered tomorrow.

Administrator Murphy thanked the commissioners for their support and approval of the 2024 budget. She also thanked her financial team for all their dedication and hard work, preparing the budget.

Comm. Van Doren, on behalf of the commissioners, thanked Administrator Murphy and all those, who participated in the budget process, for all their hard work.

Comm. Tillotson moved to adjourn at 2:15 P.M. Comm. Martis seconded. Motion CARRIED.

Roxann Holloway, County Clerk

James E. Van Doren, Chair