

CLINTON COUNTY BOARD OF COMMISSIONERS

Chairperson
Kam J. Washburn

Vice-Chairperson
Bruce DeLong

Members
David W. Pohl
Kenneth B. Mitchell
Robert Showers
Dwight Washington
Adam C. Stacey

COURTHOUSE
100 E. STATE STREET
ST. JOHNS, MICHIGAN 48879-1571
989-224-5120



Administrator
Craig Longnecker
Clerk of the Board
Diane Zuker

VIA VIDEO AND TELEPHONIC CONFERENCE **Pursuant to PA 228 of 2020**

DATE 02/23/2021

The Clinton County Board of Commissioners met on Tuesday, February 23, 2021 at 9:00 a.m. with Chairperson Kam Washburn presiding.

- Members of the public were advised that throughout the telephonic conference meeting they will be provided an opportunity to speak on specific matters and also during public comment at the end of the meeting. Any individuals wishing to speak should identify themselves for the record before speaking.
- Roll call votes will be taken. Any formal roll call votes required on motions will be specifically identified in the minutes.

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

Chairperson Washburn called for a moment of silence. The pledge of allegiance was given to the flag of the United States of America.

ROLL CALL

As the Clerk called the roll, each member identified the location in which they were attending the meeting from remotely. A quorum of members were in attendance as follows:

Kam Washburn (Duplain Township, Michigan)
David Pohl (Dallas Township, Michigan)
Bruce DeLong (City of St. Johns, Michigan)
Kenneth B. Mitchell (City of Biloxi, Mississippi)
Robert Showers (City of Englewood, Florida)
Dwight Washington (Bath Charter Township, Michigan)
Adam Stacey (Bath Charter Township, Michigan)

COUNTY PERSONNEL

Craig Longnecker, Todd Campbell, Penny Goerge, Deb Sutherland, Kyle Thornton, Phil Hanses, Kate Neese and Cindy Moser

VISITORS

Gary Boersen, Teresa Ritsema, Marcus Cheatham, Jessie Brannon, Suzanne Fromson and Val Vail-Shirey

AGENDA

The agenda was presented for review and approval.

BOARD ACTION: Commissioner Mitchell moved, seconded by Commissioner DeLong to approve the agenda as printed. Motion carried.

APPROVAL OF MINUTES

The January 26, 2021 minutes were presented for review and approval.

BOARD ACTION: Commissioner Washington moved, seconded by Commissioner Pohl to approve the minutes as printed. Motion carried.

COMMUNICATIONS

The following communications were received:

1. Alpena County Pandemic Resolution
2. Kalkaska County Pandemic Resolution
3. Missaukee County Pandemic Resolution
4. Grand Traverse County Pandemic Resolution
5. Antrim County Resolution of Support for Local Businesses
6. Mecosta County Resolution of Support for Local Businesses
7. Jackson County Resolution in Support of the Request to Reopen Jackson County
8. Menominee County Resolution supporting a collective effort by Michigan Counties in opposing current and future orders unilaterally issued by Governor Whitmer and State Agencies in Response to COVID-19
9. Tuscola County Resolution declaring Tuscola County a Constitutional Second Amendment Sanctuary County
10. Huron County Resolution in support of Enbridge's Line 5
11. Huron County Resolution calling for the reopening of the State
12. Iron County Resolution in support of Waiving Fees for Licenses/Permits for small businesses servicing the public

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Showers to acknowledge receipt of the communications. Discussion followed with Chairperson Washburn noting how fortunate we are in Clinton County in the way we have handled the pandemic with all the good decisions made resulting in good outcomes for Clinton County. Motion carried.

ADMINISTRATOR'S REPORT

Craig Longnecker, County Administrator provided the following information to the members:

- He reached out to Bernie Simon, property owner regarding the potential purchase of his Pratt Road property to ascertain whether he was still in support of this effort. He also shared with Mr. Simon the media coverage on the county applying for the grant. Mr. Simon is still supportive of this project and was pleased to hear about the publicity.
- Health Alliance will meet later today to finalize the Health Insurance plans for the upcoming plan year; we anticipate a minimal increase of 2% with no change to the benefits or the cost sharing; Administrator Longnecker will proceed with signing the documents.
- Director Collom advised Administrator Longnecker that she attended the 911 directors meeting last week. The 911 Directors made the decision to retain Attorney, Alan Tilles to represent them in responding to the new federal legislation requiring the FCC to take action to help address the diversion of the 911 fees by states and other jurisdictions for purposes unrelated to 911. Administrator Longnecker noted that Michigan Association of Counties will be getting involved in this matter as well.
- A conference call occurred recently with our attorneys regarding Opioid litigation, it is anticipated that a recommendation is forthcoming in May.

PUBLIC COMMENTS

Chairperson Washburn called for public comments.

- Jessie Brannon, property owner residing on South Forest Hill Road spoke regarding the proposed property acquisition for the development of a park/recreational area. Ms. Brannon stated that she recently moved to the area and was unaware of this proposal until recently. She would like to obtain more information in this regard. Chairperson Washburn suggested she contact our County Administration office and they would put direct her to those who could best respond to her questions and concerns.

PUBLIC HEARING
MICHIGAN NATURAL
RESOURCES TRUST FUND
GRANT APPLICATION

Chairperson Washburn called for a motion to open the public hearing for the purposes of receiving public comment on the submission of a Michigan Natural Resources Trust Acquisition Grant application for the acquisition of 67.32 acres of land located at 7575 W. Pratt Road for the development of a county park/recreational area in Riley Township.

BOARD ACTION: Commissioner Washington moved, seconded by Commissioner Stacey to open the public hearing. Voting on the motion by roll call vote, those voting aye were Showers, DeLong, Pohl, Mitchell, Stacey, Washington and Washburn. Seven ayes, zero nays. Motion carried.

Chairperson Washburn read for the record, the Resolution to apply for the Michigan Natural Resources trust Fund Grant.

Kyle Thornton, Parks and Greenspace Director reported that the county continues to work towards obtaining property on the south end of the county for a recreational development to serve the residents in the area. The proposed area will include approximately a 6-acre lake on the property for water-based recreation.

- Bernie Simon is the property owner of the parcel being considered and is supportive of Clinton County's efforts to purchase his Pratt Road property;
- Riley Township has expressed their support of Clinton County's efforts to obtain a Michigan Natural Resources Trust Fund Grant for the acquisition of the Pratt Road property for the development of a county park;
- The estimated 50% match by the County is \$439,900.

Director Thornton advised that the county submitted the grant application in 2020 and the county was not successful in obtaining the grant. The conditions of the grant have changed for 2021, giving the county a bit more hope that we might be more apt to receive the grant.

Chairperson Washburn called for Commissioner's comments and/or questions.

- Commissioner Pohl encouraged neighboring property owners to discuss their concerns with Director Thornton to obtain a better idea of the layout in proximity to their property.

Chairperson Washburn called for public comments. Chairperson Washburn advised the public in attendance via telephonic conference to unmute their phone and identify themselves for the record before speaking.

- Jessie Brannon reiterated her concerns she stated earlier during general public comments at this meeting, noting that their property is immediately adjacent to the proposed property sought under this grant application. She has several questions related to the impact on property taxes, as well as plans for the property in the event a recreational area is not developed.
- Suzanne Fromson, Clinton County resident expressed her public support for the grant application and the development of the property. Ms. Fromson noted that her family regularly visit Motz County Park and Clinton Lakes on the northern end of the county.

Additional comments:

- Commissioner Showers stated that many residents in the DeWitt area are in support of having a park closer to them and are appreciative of the County Boards' efforts in this regard.

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner Mitchell to close the public hearing. Voting on the motion by roll call vote, those voting aye were Washington, Showers, DeLong, Stacey, Mitchell, Pohl

and Washburn. Seven ayes, zero nays. Motion carried.

RESOLUTION 2021-1
AUTHORIZING MICHIGAN
NATURAL RESOURCES
TRUST FUND GRANT
APPLICATION FOR PRATT
ROAD PROPERTY
ACQUISITION

BOARD ACTION: Commissioner Showers moved, seconded by Commissioner Mitchell to approve the Resolution authorizing the submission of a Michigan Natural Resources Trust Fund Acquisition Grant Application titled "Pratt Road Property Acquisition" in Riley Township. Voting on the motion by roll call vote, those voting aye were Mitchell, Pohl, Washington, Showers, DeLong, Stacey and Washburn. Seven ayes, zero nays. Motion carried. (INSERT RESOLUTION)

MID-MICHIGAN DISTRICT
HEALTH DEPARTMENT
COVID-19 UPDATE

Marcus Cheatham, Director of the Mid-Michigan District Health Department (MMDHD) provided the MMDHD monthly COVID-19 update.

- This last week is the first week since October the MMDHD has not seen a death, due to COVID;
- MMDHD will continue to distribute vaccines;
- This week should be a banner week for MMDHD with vaccine distribution;
- Vaccines are becoming available for distribution at pharmacies such as Meijer, Kroger, Walgreens, etc.;
- Plans to hold larger clinics at Smith Hall are underway, rather than multiple, smaller clinics for distribution of the vaccine; anticipate this will begin mid-March;
- Informational videos will continue to be shared by Director Cheatham and made available for the public to view regarding the vaccine and its distribution;
- The goal is to not have individuals travel much more than 20 miles to be vaccinated;
- Director Cheatham shared information on the guidelines used to determine the priority groups for vaccinations;
- Concerns related to and the importance of vaccinating Clinton Transit personnel and the progress made was discussed.

Discussion followed amongst the members and Director Cheatham regarding the challenges the Health Department is dealing with in the distribution of the vaccine.

DECLARATION FOR LOCAL
STATE OF EMERGENCY

Chairperson Washburn introduced discussion regarding extending the County's Declaration for a Local "State of Emergency" for a period of 30 days covering March 1, 2021 through March 31, 2021.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Showers to extend the Declaration for Local "State of Emergency" for Clinton County from March 1, 2021 through March 31, 2021 or until such time as the Board acts to cease or extend the state of emergency. Voting on the motion by roll call vote, those voting aye were DeLong, Washington, Mitchell, Showers, Stacey, Pohl and Washburn. Seven ayes, zero nays. Motion carried. (INSERT DECLARATION)

PA116 FARMLAND
APPLICATIONS

The following PA116 Farmland Applications were presented for approval:

- 2021-1 Kevin L. & Pamela E. Nash, Duplain Township, Section 22
- 2021-2 Kevin L. & Pamela E. Nash, Duplain Township, Section 23

BOARD ACTION: Commissioner DeLong moved, seconded by Commissioner Pohl to approve the PA116 Farmland Applications and direct the Clerk to forward the applications to the State. Motion carried.

APPROVAL OF
COMMISSIONERS'
EXPENSE ACCOUNTS

Commissioners' expense accounts were presented for review and approval.

BOARD ACTION: Commissioner Mitchell moved, seconded by Commissioner Pohl to approve the expense accounts, subject to review by the Chair and Clerk. Motion carried.

TRI-COUNTY RESPONSE TO
MENTAL HEALTH CRISIS

Chairperson Washburn introduced Teresa Ritsema, National Alliance on Mental Illness (NAMI) Lansing Board Member at Large which covers Clinton, Eaton and Ingham Counties to present information on upcoming virtual events regarding Tri-County's response to mental health crises. Ms. Ritsema extended an invitation to the members to attend their events in an effort to share updates on Tri-County Crisis Intervention team activities and trainings, insights into best practices, alternative responses such as Mobile Metal Health Crisis Units and possible ways to improve response to Mental Health Crisis.

COMMITTEE REPORTS

The following are reports of Committee meetings:

**WAYS & MEANS
COMMITTEE MEETING**

Commissioner Stacey, Chairperson of the Ways and Means Committee reported on a meeting held February 18, 2021.

ATTENDANCE AT
COMMITTEE MEETING

Members Attending by Electronic Means:

- Adam Stacey, W&M Committee Chairperson (Bath Charter Township, Michigan)
- David Pohl (Dallas Township, Michigan)
- Robert Showers (City of Englewood, Florida)
- Dwight Washington (Bath Charter Township, Michigan)
- Bruce DeLong (City of St. Johns, Michigan)
- Ken Mitchell (Watertown Charter Township, Michigan)
- Kam Washburn, Ex-Officio Member (Duplain Township, Michigan)

Staff Present

- | | |
|------------------|---------------|
| Craig Longnecker | Todd Campbell |
| Penny Goerge | Phil Hanes |
| Diane Zuker | Kyle Thornton |
| Doug Riley | Kate Neese |
| Cindy Moser | Chris Collom |
| Deb Sutherland | |

Others Present

- Karen Carpenter, Clinton County 4-H Fair Board
- Corissa Harris, Clinton County 4-H Program Coordinator

CALL TO ORDER/APPROVAL
OF AGENDA

1. Ways and Means Committee Chairperson Stacey called the meeting to order at 9:00 a.m.

COMMITTEE ACTION: Commissioner Pohl moved, seconded by Commissioner Washington, to approve the agenda. Motion carried.

PUBLIC COMMENTS

2. Ways and Means Committee Chairperson Stacey requested limited public comments. There were none.

DRAIN COMMISSIONER

3. Drain Commissioner - Remonumentation:

REMONUMENTATION PEER
GROUP APPOINTMENTS

- A. Appointments to Remonumentation Peer Group: Ways and Means Chairperson Stacey introduced Phil Hanses, Remonumentation Grant Administrator, to discuss the appointments to the Clinton County Remonumentation Peer Group.
- All surveyors have performed work for Remonumentation in good order before 2021;
 - Forty (40) corners are planned and should be completed before August 1, 2021 for review by the Peer Group in mid-September.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Mitchell, to **recommend** appointing the following Surveyors to the 2021 Clinton County Remonumentation Peer Group for the purpose of reviewing the Remonumentation Survey work for the 2021 Grant:

- Dave Clifford, PS 25837
- Mark VanRaemdonck, PS 24644
- Jeffrey K. Autenrieth, PS 31588
- John Quine, PS 10704

Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner DeLong to concur with the committee recommendation. Motion carried.

APPROVAL OF
REMONUMENTATION
CONTRACTS

- B. Approval of Remonumentation Contracts: Ways and Means Chairperson Stacey introduced Phil Hanses, Remonumentation Grant Administrator, to discuss contracts for the upcoming remonumentation year.
- The Remonumentation Grant for 2021 is \$46,567.00.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, seconded by Commissioner DeLong, to **recommend** authorizing the Chairperson of the Board to sign the following contracts for survey work relative to the 2021 Remonumentation year:

- Enger Surveying-Engineering Company - Dave Clifford, PS 25837
- Landmark Surveying - Mark VanRaemdonck, PS 24644
- Autenrieth Land Surveys, LLC – Jeffrey K. Autenrieth, PS 31588

Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Pohl to concur with the committee recommendation. Motion carried.

REMONUMENTATION
GRANT REPRESENTATIVE
AND GRANT
ADMINISTRATOR
APPOINTMENTS

- C. Appointments of Remonumentation Grant Representative and Grant Administrator: Ways and Means Chairperson Stacey introduced discussion regarding the 2021 appointments for Grant Representative and Grant Administrator.

COMMITTEE RECOMMENDATION: Commissioner Washington moved, seconded by Commissioner Pohl, to **recommend** appointing Mr. Mark Powell, PS 44298, as 2021 Remonumentation Grant Representative for Clinton County, Michigan and Mr. Phil Hanses as 2021 Remonumentation Grant Administrator. Motion carried.

Drain Commissioner Hanses provided a brief update regarding the floodplain mapping project; he plans to come back to the Ways and Means Committee next month with more details.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Washington to concur with the committee recommendation. Motion carried.

FAIRGROUNDS UPDATE
AND AUTHORIZATION FOR
HEALTH DEPARTMENT TO
UTILIZE SMITH HALL FOR
COVID-19 VACCINE CLINICS

4. Ways and Means Committee Chairperson Stacey introduced Deputy Administrator, Todd Campbell, to discuss the use of Smith Hall.
 - The Mid-Michigan District Health Department (MMDHD) has contacted County staff regarding their plans to transition from conducting multiple, smaller COVID-19 vaccination clinics each week to offering a single, large weekly vaccination clinic on Fridays, beginning in mid-March 2021;
 - County staff has met with the MMDHD on-site at Smith Hall and confirmed that facilities are adequate to accommodate the approximately 400 people expected per day;
 - If authorized, the Maintenance Department will coordinate cleaning/sanitation between uses and make sure the driveway, parking lot and sidewalks are plowed and salted as needed; Emergency Services will work with the health department to coordinate all other logistical and support needs;
 - Additionally, in the larger picture of fairgrounds use planning, once the courts are cleared to reinstate jury trials, jury selection will occur at Smith Hall; the set-up and take-down for jury selection to allow for vaccination clinics would be minimal;
 - Jury selection and vaccination clinics are two examples of how Smith Hall will assist the County in providing emergency space for critical services during the pandemic; there may be more as we continue to proceed through this COVID-19 pandemic;
 - Staff recommends that the Board of Commissioners approve the request from the Mid-Michigan District Health Department to use Smith Hall to conduct weekly COVID-19 vaccine clinics (on Fridays) beginning mid-March 2021 and continuing until further notice.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Washington, to **recommend** authorizing the request from the Mid-Michigan District Health Department to use Smith Hall to conduct weekly COVID-19 vaccine clinics (on Fridays) beginning mid-March 2021 and continuing until further notice. Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner DeLong to concur with the committee recommendation. Motion carried.

- It was further noted that in November of 2020, the Board of Commissioners took action to limit access to Smith Hall by outside entities and to continue to review the use of Smith Hall and the fairgrounds on a quarterly basis;
- Since now would be the time to conduct a quarterly review, Administrator Longnecker reached out to Corrisa Harris, Clinton County's 4-H Program Coordinator to discuss their plans for this year;
- Ms. Harris and Karen Carpenter, Clinton County's 4-H Board Member were in attendance at the meeting and detailed their plans for this year; if they are allowed to move forward at the Fairgrounds this summer they are proposing a scaled back event with no use of Smith Hall and no food service, just use of the barns for animal exhibits;
- The Commissioners decided to continue the current policy limiting use of Smith Hall and the Fairgrounds; however, they will review this policy again in April and will have a decision by May 1st regarding large summer events such as the 4-H Fair and Mint Festival.

WASTE MANAGEMENT
CONTRACT APPROVALS
WITH GRANGER FOR
RURAL RECYCLING

5. Ways and Means Committee Chairperson Stacey introduced Kate Neese, Waste Management Coordinator, to discuss the renewal of the County's contract with Granger for the rural recycling sites.
 - The members were notified that the County's current contract with Granger for the recycling services provided to the three rural recycling sites at Fowler, Maple Rapids and the Clinton County Sheriff's Office is due to expire on February 21, 2021;
 - Ms. Neese stated that we have had a good working relationship with our current vendor, therefore it is recommended that the County renew the contract for another three (3) years;
 - Kate briefly detailed the changes in pricing from the last contract; the charges for transportation and site servicing have gone up slightly and the price of containers has gone down.

COMMITTEE RECOMMENDATION: Commissioner Washington moved, seconded by Commissioner Pohl, to **recommend** approving the three (3) year contract with Granger for the rural recycling sites. Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Washington to concur with the committee recommendation. Motion carried.

- Coordinator Neese provided a brief update to the members regarding the tentative April 24th Spring Collection Event; discussion is currently taking place about holding a scaled back version of this event at a smaller venue with a focus on household hazardous waste and electronics only; a final decision will be made in March;
- Discussion followed regarding the logistical challenges of tire collections; it is uncertain if the County will be able to utilize the tire grant this year depending on what health and safety protocols are still in place this fall;
- Coordinator Neese stated that she is very pleased with the waste wizard tool that the County launched in 2019; this tool has been incredibly helpful with assisting residents this past year especially during the pandemic.

CENTRAL DISPATCH
PROJECT UPDATE

6. Central Dispatch Project Update: Ways and Means Committee Chairperson Stacey introduced Chris Collom, Central Dispatch Director, to provide an update regarding the Central Dispatch Project.

FCC NOTICE OF PROPOSED
RULEMAKING AND
AUTHORIZATION OF FUNDS
IN RESPONSE TO NEW
FEDERAL LEGISLATION

- A. FCC Notice of Proposed Rulemaking:
 - The Members were notified that the Federal Communications Commission (FCC) approved a Notice of Proposed Rulemaking (NPRM) on February 17, 2021 regarding 911 fee (surcharge) diversion;
 - On December 27, 2020, new federal legislation (the Don't Break up the T-Band Act of 2020) was signed into law that requires the FCC to take action to help address the diversion of 911 fees by states and other jurisdictions for purposes unrelated to 911;
 - The FCC will receive comments for 20 days after date of publication in the Federal Register; the goal is to have NPRM approved in June of 2021;
 - While Director Collom and her colleagues agree with the intent of the proposed rules, language in the NPRM brings concerns to many 911 centers in Michigan; Michigan has a strong reputation for NOT diverting fees by maintaining an 'allowable/disallowable' list, coupled with periodic compliance reviews of counties by the state 911 office;
 - However, there is a conflict between what the FCC defines as allowable use of 911 fees and the definitions used by agencies in the state of Michigan;
 - Director Collom explained that the NPRM appears to only identify costs in

the PSAP (911 center) as allowable where in contrast, the State of Michigan looks at the '911 ecosystem' to include radio systems, in car computers, and location services for first responders that are directly dispatched by the 911 centers;

- These systems are critical in allowing information sharing between 911 and first responders;
- Failure by the FCC to include definitions of allowable expenses which are similar to those identified by the State of Michigan would result in Clinton County, along with many other counties in Michigan, being identified as diverting 911 fees;
- Our recent commitment to the Public Safety Communications Radio System with the purchase of the radio infrastructure and handheld/mobile radios for first responders, is being funded utilizing a voter approved 911 local surcharge;
- Under the State rules this is considered allowable, but the FCC NPRM language would only identify radios located within the actual 911 center as being an allowable expense;
- It was noted that this would not affect our millage revenue as the FCC would not have jurisdiction over property taxes;
- Due to the potential impact this could have on Clinton County, it is recommended that the County provide comments to the FCC on this NPRM;
- Several jurisdictions in southeast Michigan that are using 911 surcharge fees in a similar manner have retained an attorney, Mr. Alan Tilles, to provide comments and it is expected that the Michigan Communication Directors Association will do the same;
- Mr. Tilles has stated he will include comments from agencies wishing to participate for a fee of \$500 each, which could be covered under Central Dispatch's operating budget;
- Administrator Longnecker emphasized that the County has spent a lot of time with legal counsel and financial advisors to make sure we were following Michigan rules; this is a situation where the federal government is overriding the state and providing us with a different set of rules.

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, seconded by Pohl, to **recommend** authorizing \$500 for the purpose of joining the efforts of several other jurisdictions in Michigan in response to the FCC regarding the new federal legislation (the Don't Break up the T-Band Act of 2020) that requires the FCC to take action to help address the diversion of 911 fees by states and other jurisdictions for the purposes unrelated to 911. Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Mitchell to concur with the committee recommendation. Motion carried.

SUBSCRIBER UNITS
CHANGE ORDER FOR
SUBSCRIBER UNITS AND
SERVICES WITH
MOTOROLA

B. Subscriber Units Change Order:

- The Public Safety Communications Project is estimated to cost \$8.0 million with \$6.7 million budgeted for Motorola Solutions;
- The initial contract with Motorola is \$6.0 million with \$1.2 million of that designated for subscriber units;
- At the time of the contract negotiations (nearly one year ago) local unit equipment needs were not fully developed; in preparation that additional units may be needed, the budget was increased to \$700,000 for a total of \$1.9 million;
- The local lease agreements have been fully executed and it has been determined that in order to meet the advanced encryption and the GPS features on the portables, all law enforcement equipment requires replacement;
- Motorola is currently working on the final pricing and change order to

present to the County; they will provide a final cost by early next week and the change order within two weeks;

- At this time it is anticipated that the final cost will not exceed the \$1.9 million budgeted for equipment and services;
- In respect for time constraints, Director Collom is requesting the Board of Commissioners to authorize Administrator Longnecker to sign the change order on behalf of the Board as long as the final costs are within the budgeted \$1.9 million and Televate LLC has reviewed and provided approval to move forward.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Washington, to **recommend** authorizing Administrator Longnecker to sign the Motorola Change Order for subscriber units and services with Motorola pending approval of the consultant and the price does not to exceed \$1.9 million. Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner DeLong to concur with the committee recommendation. Motion carried.

PARKS AND GREEN SPACE GRANTS

7. Parks and Green Space: Ways and Means Committee Chairperson Stacey introduced Kyle Thornton, Parks and Green Space Director, to provide updates on the status of the 2021 Michigan Natural Resources Trust Fund Grant (MNRTF) and the 2019 Land and Water Conservation Grant (LWCF).

2021 MICHIGAN NATURAL RESOURCES TRUST FUND GRANT

A. 2021 Michigan Natural Resources Trust Fund Grant:

- Last month the Board of Commissioners authorized the Parks and Green Space Coordinator to prepare the 2021 MNRTF Grant Application based on a 50% match (estimated at \$439,850) for the acquisition of property at 7575 W. Pratt Road to develop a county park on the southern side of Clinton County;
- As a result, the Board is being asked to approve a resolution authorizing the submission of this grant application and committing to make available its financial obligation amount of \$439,900 representing 50% of a total \$879,800 project cost, during fiscal year 2022;
- The MNRTF grant for acquisition of the Pratt Road property is on track to be submitted Mid-March of 2021.

2019 LAND AND WATER CONSERVATION GRANT

B. 2019 Land and Water Conservation Grant:

- Mr. Thornton informed the members that while the County has been recommended for the LWCF grant from the Michigan Department of Natural Resources for Clinton Lakes Park improvements, we are still awaiting the final review from the National Parks Service which is taking much longer due to the pandemic;
- Meanwhile, the final designs of the park improvements are being completed by Spicer Group;
- The Parks and Green Space Commission reviewed the plans at their February 5th meeting and will consider recommending to the Board for approval at their March meeting;
- The intention is to have the final design approved and ready to bid out once the MDNR gives the green light to proceed with the 2019 LWCF grant project.

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Washington, to **recommend** authorizing the Resolution authorizing submission of a Michigan Natural Resources Trust Fund Acquisition Grant Application. Motion carried.
(See page 3& 4 of minutes for Board action)

COUNTY AUDIT

8. Audit: Ways and Means Committee Chairperson Stacey introduced

discussion regarding the extension of the County's audit contract with Rehmman Robson and the authorization of the audit engagement letter and terms.

EXTENSION OF AUDIT
CONTRACT WITH REHMANN
ROBSON

- A. Extension of Audit Contract: Ways and Means Committee Chairperson Stacey introduced discussion regarding the extension of the audit contract.
- Administrator Longnecker notified the members that because the County has such a strong accounting office, Rehmman Robson has provided a low cost proposal to extend audit services for Clinton County through 2024;
 - Through the years Rehmman has assisted the County with adapting to changes in accounting standards and regulations; the most significant change has been GASB 68 – Accounting and Financial Reporting for Pensions; this standard established requirements for governments to report a “net pension liability” for the unfunded portion of its pension plan;
 - Rehmman is a large firm with a wealth of experience in local government that has provided needed assistance to the county in a variety of other ways in recent years; Rehmman is also able to rotate auditing staff to address concerns as needed;
 - Administrator Longnecker stated that Management is highly supportive of accepting the proposal as offered.

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Pohl, to **recommend** approval of the proposal for the extension of audit services from Rehmman Robson dated January 25, 2021. Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Showers to concur with the committee recommendation. Motion carried.

REHMANN ROBSON AUDIT
ENGAGEMENT LETTER AND
TERMS

- B. Audit Engagement Letter and Terms: Ways and Means Committee Chairperson Stacey introduced discussion regarding the Rehmman Robson Audit Engagement Letter and Terms.
- Government Auditing Standards require that the auditor communicate certain information to the Clinton County Board of Commissioners during the planning stage of an audit;
 - This communication includes their responsibilities in a financial statement audit; it also includes their responsibilities for testing and reporting on compliance with laws and regulations and internal control over financial reporting;
 - The Board of Commissioners is being asked to acknowledge and accept the letter of understanding from Rehmman Robson for the year ending December 31, 2020.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Mitchell, to **recommend** the approval and signature of the Rehmman Robson Audit Engagement Letter and Terms for year ending December 31, 2020. Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner DeLong to concur with the committee recommendation. Motion carried.

TRI-COUNTY METRO
NARCOTICS SQUAD
PAYMENT

9. Ways and Means Committee Chairperson Stacey introduced discussion regarding a request from the Tri-County Metro Narcotics Squad.
 - The County received a request from the Tri-County Metro Narcotics Squad for Clinton County's share of the FY19-20 offset payment in the amount of \$22,785.41;
 - Since there are times when forfeitures have provided enough revenue to cover the cost of this operation, Clinton County does not include this expenditure in the adopted operational budget; however, there is an allowance made by committing \$75,000 for Tri-County Metro expenditures in the fund balance of the general fund;
 - According to the fund balance classification policy "a majority vote of the members elect is required to approve a commitment and a majority vote of the members elect is required to remove a commitment".

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, seconded by Commissioner Pohl, to **recommend** approving a decrease of committed funds in the amount of \$22,785.41 from the general fund committed fund balance for Tri-County Metro Narcotics Squad in order to make the FY19-20 offset payment. Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Mitchell to concur with the committee recommendation. Motion carried.

HOLIDAY/EMPLOYEE
APPRECIATION LUNCHEON
DATE CHANGE AND
CHANGE OF DECEMBER
BOARD MEETING DATE

10. Ways and Means Committee Chairperson Stacey introduced Penny Goerge from Administration to discuss the 2021 Holiday/Employee Appreciation Luncheon.
 - Ms. Goerge notified the members that the 2021 Clinton County Holiday/Employee Appreciation Luncheon was tentatively scheduled to take place on Friday, December 17th; however, Administration was told that this date is not available;
 - If the Board decides they wish to keep the same venue, it is suggested that this event be held on Thursday, December 16th instead;
 - Discussion followed and the members agreed that the December Board of Commissioner Meeting should also be moved to Thursday, December 16th at 10:00 a.m. since they typically hold this meeting prior to the Holiday Luncheon;
 - Lastly, in order to prepare for the event, authorization is suggested for a budget not to exceed \$3,500 to cover the cost of catering and decorations for approximately 150-200 staff (including retirees).

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, seconded by Commissioner DeLong, to **recommend** rescheduling the December Board Meeting to Thursday, December 16th at 10:00 a.m. and authorize funding of up to \$3,500 for a Holiday/Employee Appreciation Luncheon at Agro-Liquid with the Courthouse being closed from 11:30 a.m. to 1:00 p.m. for employees to attend. Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Pohl to concur with the committee recommendation. Motion carried.

PLANNING UPDATE

11. Ways and Means Committee Chairperson Stacey introduced Doug Riley, Community Development Director, to provide a planning update.
 - Director Riley provided the members with reports detailing 2016-2020 building statistics and 2020 new home starts by government unit;
 - Director Riley provided a brief update regarding the State of Michigan's review on soil erosion and sedimentation control permitting at Clinton County; the detailed results of this review will be presented at a future Ways and Means Committee Meeting.No action required.

DECLARATION FOR LOCAL STATE OF EMERGENCY EXTENSION

12. Ways and Means Committee Chairperson Stacey introduced discussion regarding the continuation of the County’s emergency declaration.

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Mitchell, to **recommend** authorizing the extension of the Declaration for a Local “State of Emergency” through March 31, 2021 or until such time as the Board acts to cease or extend the state of emergency. Motion carried. (See 4 page of minutes for Board Action)

MARCH MEETING AND EVENTS CALENDAR

13. Ways and Means Committee Chairperson Stacey introduced discussion regarding the March 2021 Open Meetings and Events Calendar.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, seconded by Commissioner Showers, to **recommend** the approval of the March 2021 Open Meetings and Events Calendar. Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Pohl to concur with the committee recommendation. Motion carried.

ACCOUNTS PAYABLE INVOICES PAID

14. Ways and Means Committee Chairperson Stacey introduced discussion regarding the Accounts Payable Invoices Paid.

COMMITTEE ACTION: Commissioner Mitchell moved, seconded by Commissioner Pohl, to approve the invoices paid from January 9 through February 5, 2021 in the amount of \$763,624.89. Motion carried.

COMMISSIONERS’ COMMENTS

15. Ways and Means Committee Chairperson Stacey requested Commissioners’ comments. There were none.

ADMINISTRATOR’S COMMENTS

16. Ways and Means Committee Chairperson Stacey requested comments from Administrator Longnecker.

- Administrator Longnecker reported that the County had a successful first meeting of the Health Alliance last week; the renewal with our current carrier, McLaren came in at 2% this year; therefore there should be no changes to our current plan or cost sharing;
- The members were provided a brief update on a federal lawsuit that Clinton County is named within; discussion followed and no action is required at this time.

ADJOURNMENT OF COMMITTEE MEETING

17. Ways and Means Committee Chairperson Stacey adjourned the meeting at 10:42 a.m.

HUMAN RESOURCES COMMITTEE MEETING

Commissioner Pohl, Chairperson of the Human Resources Committee reported on a meeting held February 18, 2021.

ATTENDANCE AT COMMITTEE MEETING

Members Attending by Electronic Means:

David Pohl, HR Committee Chairperson (Dallas Township, Michigan)
Adam Stacey (Bath Charter Township, Michigan)
Robert Showers (City of Englewood, Florida)
Dwight Washington (Bath Charter Township, Michigan)
Bruce DeLong (City of St. Johns, Michigan)
Ken Mitchell (Watertown Charter Township, Michigan)
Kam Washburn, Ex-Officio Member (Duplain Township, Michigan)

Staff Present

| | |
|------------------|---------------|
| Craig Longnecker | Todd Campbell |
| Penny Goerge | Diane Zuker |
| Deb Sutherland | Cindy Moser |

CALL TO ORDER/APPROVAL
OF AGENDA

1. Human Resources Committee Chairperson Pohl called the meeting to order at 10:48 a.m.

COMMITTEE ACTION: Commissioner Showers moved, seconded by Commissioner Stacey, to approve the agenda. Motion carried.

PUBLIC COMMENTS

2. Human Resources Committee Chairperson Pohl requested limited public comments. There were none.

PERSONNEL MANUAL
OVERTIME LANGUAGE
UPDATE

3. Human Resources Committee Chairperson Pohl introduced Administrator Longnecker to discuss a change in the personnel manual pertaining to overtime language.
 - Administrator Longnecker explained that the pandemic has required departments to shift personnel around to cover temporary vacancies due to COVID-19 related issues; as a result, hours worked varied from normal shift hours for some employees;
 - A closer look at our overtime policy showed a discrepancy between policy and practice; in order to continue with the current practice we need to make an adjustment to the policy:

CURRENT POLICY: OVERTIME - *Overtime is paid at the rate of 1.5 times the regular wage to all FLSA non-exempt employees who, with prior approval of the Department Head, work in excess of eight hours per day or 40 hours per week.*

RECOMMENDED CHANGE: OVERTIME - *Overtime is paid at the rate of 1.5 times the regular wage to all FLSA non-exempt employees who, with prior approval of the Department Head, work in excess of 40 hours per week or in excess of their daily scheduled shift providing that shift is at least 8 hours.*

- It was noted that the vast majority of our overtime expenditures are governed by union contracts and not subject to the policies outlined in the personnel manual; however, there are instances where non-union employees regularly work in excess of 8 hours per day as part of their scheduled shift, but do not exceed 40 hours per week; in order to continue to reflect this reality we need to align policy with practice.

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, seconded by Commissioner DeLong, to **recommend** approving the recommended change to the overtime policy in personnel manual. Motion carried.

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner Mitchell to concur with the committee recommendation. Motion carried.

COMMITTEE/COMMISSION
APPOINTMENTS

4. Human Resources Committee Chairperson Pohl introduced discussion regarding appointments to various Committees and Commissions.

APPOINTMENT OF
JEANETTE MEHNEY TO
JURY BOARD

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Washington, to **recommend** reappointing Jeanette Mehney to the Jury Board for another six (6) year term expiring April 30, 2027. Motion carried.

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner Showers to reappoint Jeanette Mehney to the Jury Board. Chairperson Washburn called for further nominations. None were offered. Motion carried.

APPOINTMENT OF BETH
BOTKE AS FIRST
ALTERNATE TO ZONING
BOARD OF APPEALS

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Mitchell, to **recommend** appointing Beth Botke as the first alternate to the Zoning Board of Appeals for the remainder of a three (3) year term expiring December 31, 2021. Motion carried.

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner Showers to appoint Beth Botke as the first alternate to the Zoning Board of Appeals. Chairperson Washburn called for further nominations. None were offered. Motion carried.

APPOINTMENT OF LOGAN
BYRNE AS SECOND
ALTERNATE TO ZONING
BOARD OF APPEALS

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Mitchell, to **recommend** appointing Logan Byrne as the second alternate to the Zoning Board of Appeals for a three (3) year term expiring December 31, 2023. Motion carried.

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner Showers to appoint Logan Byrne as the second alternate to the Zoning Board of Appeals. Chairperson Washburn called for further nominations. None were offered. Motion carried.

APPOINTMENT OF VALERIE
VAIL-SHIREY TO THE
LIBRARY BOARD

COMMITTEE RECOMMENDATION: Commissioner Stacey moved, seconded by Commissioner DeLong, to **recommend** appointing Valerie Vail-Shirey to the Library Board for the remainder of a ~~three (3)~~ five (5) year term expiring June 30, 2022. Motion carried. (Clerical correction by Clerk)

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner Stacey to appoint Valerie Vail-Shirey to the Library Board. Chairperson Washburn called for further nominations. None were offered. Motion carried.

ADMINISTRATOR'S
COMMENTS

5. Human Resources Committee Chairperson Pohl requested Administrator's comments. There were none.

COMMISSIONERS'
COMMENTS

6. Human Resources Committee Chairperson Pohl requested Commissioners' comments.
- Commissioner Washburn provided updates on behalf of the Capital Region Airport Authority, Mid-Michigan District Health Department and the Lansing Economic Area Partnership (LEAP);
 - Commissioner Washburn notified the members that Penny Goerge reached out to the DeWitt High School Athletic Director and football team congratulating them on their successful football season and invited them to attend the virtual Board Meeting in February to receive a certificate of recognition; it was noted that they were very appreciative, however they are unable to attend due to safety precautions; the County will reach out to them again later in the spring;
 - Commissioner Stacey spoke briefly about how we can incorporate video feed technology into future meetings;
 - Commissioner Mitchell provided an update on behalf of the Mid-Michigan District Health Department;
 - Commissioner Pohl provided an update on behalf of the Clinton County Road Commission.

ADJOURNMENT OF
COMMITTEE MEETING

7. Human Resources Committee Chairperson Pohl adjourned the meeting at 11:37 a.m.

**END OF COMMITTEE
REPORTS**

COMMISSIONERS'
COMMENTS

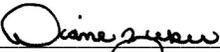
Chairperson Washburn called for Commissioners' comments.

Chairperson Washburn:

- Noted that a twin engine aircraft landed without its' landing gear at the small airport in Mason, fortunately there were no injuries; Capital City Airport is working with the FCC on the site investigation.
- Expressed his pleasure with the structure of the County Board and Committee Meetings, noting how the flow of each meeting has run so smoothly during the pandemic.

ADJOURNMENT

BOARD ACTION: With no further business to come before the Board, Commissioner DeLong moved, seconded by Commissioner Mitchell to adjourn the meeting at 10:25 a.m.



Diane Zuker, Clerk of the Board

NOTE: These minutes are subject to approval on March 30, 2021.