

# 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 03/30/2021

The Clinton County Board of Commissioners met on Tuesday, March 30, 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 (Watertown Charter Township, Michigan)  
Robert Showers (DeWitt Charter Township, Michigan)  
Dwight Washington (Bath Charter Township, Michigan)  
Adam Stacey (City of Lansing, Michigan)

COUNTY PERSONNEL

Craig Longnecker, Todd Campbell, Penny Goerge, Deb Sutherland, Kyle Thornton, Tina Ward, Doug Riley and Cindy Moser

VISITORS

Marcus Cheatham, Coraleen Peele, Dillon Rush, Bob Trezise, Dru Mitchell, William Arens and Patrick Simmons

AGENDA

The agenda was presented for review and approval.

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

APPROVAL OF MINUTES

The February 23, 2021 Board minutes were amended as follows:

- Add Tina Ward in the staff present at the February 18, 2021 Ways and Means Committee meeting

**BOARD ACTION:** Commissioner Mitchell moved, seconded by Commissioner Washington to approve the minutes as amended. Motion carried.

## COMMUNICATIONS

The following communications were received:

1. Berrien County Resolution regarding mitigation of spread of COVID-19 Virus
2. Livingston County Resolution regarding vaccine distribution
3. Otsego County Pandemic Resolution
4. Crawford County Resolution supporting local businesses
5. Berrien County Resolution supporting SB 207 to expand the window for virtual meeting
6. Tuscola County Resolution regarding virtual participating in Board meetings

**BOARD ACTION:** Commissioner Stacey moved, seconded by Commissioner Pohl to acknowledge receipt of the communications. Motion carried.

## ADMINISTRATOR'S REPORT

Craig Longnecker, County Administrator provided a brief update regarding the American Rescue Plan Act; additional guidance is expected from the Department of Treasury in this regard.

## PUBLIC COMMENTS

Chairperson Washburn called for public comments. There were no public comments.

## MID-MICHIGAN DISTRICT HEALTH DEPARTMENT COVID-19 UPDATE

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

- Experiencing rapid escalation in cases due to B117 variant;
- 350% increase in 7-day average since the middle of February in Clinton, Gratiot and Montcalm counties;
- The surge unlike the two previous increases in November and December experienced previously in that there has not been an increase in cases in those age 65+ who have been vaccinated;
- Increase is among younger people, resulting in fewer deaths;
- For the younger age groups between 30 and 49, the daily hospitalizations have increased and the pandemic is as bad as it has ever been for the younger folks, so we will still have some pain and suffering to get through;
- Currently, much lower rate of hospitalizations with older population;
- The surge means lots of work for the local Health Departments with case investigations and contact tracing; when surges occur the performance of the Health Department dips, as it is difficult to trace and elicit contact information from those affected, due to the work load on staff and the increased exhaustion of the public in dealing with the pandemic who don't want to cooperate;
- Doses continue to come in to the District; residents are going to nearby locations to be vaccinated as well as the MMDHD;
- Vaccine distribution is well underway and continues to increase every week; would like to get more vaccines in Clinton County; to accomplish this, MMDHD is partnering with other Health Departments, as well as mobile clinics, local health care providers, pharmacies, etc.

Brief discussion followed between Directory Cheatham and the Board members regarding:

- Distribution of vaccines/fragmented system;
- Medically vulnerable population having difficulty obtaining vaccines;
- Inconsistency in the distribution around the state;
- Pre-existing conditions of younger populations hospitalizations;
- For unknown reasons, Clinton, Eaton and Ingham counties currently have a higher percentage of outbreaks in the state;
- Studies regarding effectiveness of the vaccines on variants;
- Return to in-person meetings and precautionary measures to take as we return to normal;
- Herd immunity;
- Periodic outbreaks in the future; COVID becoming more of a flu in the future and not significantly impacting those who are vaccinated.

Commissioner Mitchell expressed his appreciation to all those who are assisting in the well-organized vaccine clinic being held the Smith Hall.

Chairperson Washburn noted that as part of the RELAUNCH Greater Lansing effort, the Lansing Chamber of Commerce recently published videos on their website featuring local officials promoting vaccinations; in the process of preparing these videos, there was discussion regarding methods Director Cheatham has used to share beneficial information with the public regarding the pandemic and vaccines.

#### 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 April 1, 2021 through April 30, 2021.

**BOARD ACTION:** Commissioner Showers moved, seconded by Commissioner Pohl to extend the Declaration for Local "State of Emergency" for Clinton County from April 1, 2021 through April 30, 2021 or until such time as the Board acts to cease or extend the state of emergency. Brief discussion followed with Commissioner Pohl noting that the county's state of emergency covers anyone within the county that must comply with the open meetings act the ability to meet remotely. Voting on the motion by roll call vote, those voting aye were Pohl, Stacey, DeLong, Showers, Washington, Mitchell and Washburn. Seven ayes, zero nays. Motion carried. (INSERT DECLARATION)

#### LANSING ECONOMIC AREA PARTNERSHIP (LEAP) ANNUAL REPORT

Bob Trezise, President and CEO of Lansing Economic Area Partnership (LEAP) and Dillon Rush, LEAP Tri-County Development and Placemaking Manager provided the 2020 LEAP summary report;

- Clinton County as well as Eaton and Ingham County's partnerships are paying off; the pooling resources with LEAP is helping make a difference in people's lives in the tri-county area;
- LEAP's Mission is to build a stronger community for all, working every day to grow, retain and attract businesses;
- LEAP's Philosophy is talent, business and place;
- Ingham, Eaton and Clinton County are competing successfully on a world stage for people and business; the goal is to convince people and businesses to move to this area;
- LEAP's Focus – Business Development, Entrepreneurship, People & Place;
- LEAP's partnership with Clinton, Eaton and Ingham County has generated over \$3 Billion in project investments; creating 5,930 jobs;
- A year ago during the crisis, LEAP shifted their focus from a global economic development agency to a small business emergency agency as well; 5,152 applications were received for small business emergency grants, but unfortunately only 792 were able to be awarded; LEAP distributed \$10,320,000 in grant funds to businesses in the tri-county area to assist with crises created by the pandemic; In Clinton County, 70 grants were awarded totaling \$1,005,000;
- The \$600,000 EPA Brownfield Coalition Grant received and currently being managed by LEAP is gaining momentum and has resulted in a total of \$48,474 in grant funds distributed in Clinton County to date;
- M-21 Rural Ag Tech Corridor with focus being in Clinton County is a global story for LEAP to tell; this is a collaborative effort with key partners in Clinton County, as well as Shiawassee and Ionia Counties;
- Continue to compete with other states to attract businesses and looking forward to some great announcements in the next year.

ZONING

Doug Riley, Development Director presented the following zoning matters:

PC-05-21 SLU  
SPECIAL LAND USE  
SIMMONS OFF-ROAD  
SALES LLC  
GREENBUSH TOWNSHIP  
SECTION 9  
APPROVED

PC-05-21 SLU Application for Special Land Use Permit submitted by Simmons Off-Road Sales, L.L.C. (Patrick Simmons) requesting approval for used vehicle sales at 7556 North US-27 (the site of former "Hubcaps to Go" store), Section 9, Greenbush Township. (Parcel ID#090-009-200-030-50)

**BOARD ACTION:** Commissioner Stacey moved, seconded by Commissioner DeLong to concur with the recommendation of the Planning Commission to approve the Special Land Use Permit submitted by Simmons Off-Road Sales, L.L.C. (Patrick Simmons).

Chairperson Washburn called for comments and/or questions.

- Patrick Simmons briefly spoke, thanking the members for their support of his application, noting he is looking forward to opening his business.

Voting on the motion by roll call vote, those voting aye were Stacey, Pohl, Showers, DeLong, Mitchell, Washington and Washburn. Seven ayes, zero nays. Motion carried.

PC-07-21 SLU  
SPECIAL LAND USE  
CORALEEN PEELE  
FARMER'S MARKET  
BINGHAM TOWNSHIP  
SECTION 6  
APPROVED

PC-07-21 SLU Application for Special Land Use Permit submitted by Coraleen Peele requesting approval for a farmer's market at 2806 North Airport Road, Section 6, Bingham Township. (Parcel ID#030-006-200-015-00)

For the record, Coraleen Peele joined the meeting at the onset, but there being no opposition to her application she was excused from attendance.

Chairperson Washburn called for comments and/or questions. There were none.

**BOARD ACTION:** Commissioner Stacey moved, seconded by Commissioner DeLong to concur with the recommendation of the Planning Commission to approve the Special Land Use Permit submitted by Coraleen Peele for a farmer's market. 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.

APPROVAL OF  
COMMISSIONERS'  
EXPENSE ACCOUNTS

Commissioners' expense accounts were presented for review and approval.

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

**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 March 25, 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 (Dewitt Charter Township, Michigan)  
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 Hanses
Kyle Thornton	Rob Wooten
Doug Riley	Kate Neese
Cindy Moser	Chris Collom
Deb Sutherland	Tina Ward
Tom Helms	Joel Haviland

**Others Present**

Dru Mitchell – Clinton County Catalyst

CALL TO ORDER/APPROVAL  
OF AGENDA

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

Additions to Agenda:

- Waste Management – Tire Grant Opportunity – 9A
- Resolution Supporting Passage of Legislation to Adopt 4-Year Terms for County Commissioners – 15A

**COMMITTEE ACTION:** Commissioner Showers moved, seconded by Commissioner Pohl, to approve the agenda as amended. Motion carried.

PUBLIC COMMENTS

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

EMERGENCY OPERATIONS  
PLAN APPROVAL

3. Ways and Means Committee Chairperson Stacey introduced Tom Helms, Emergency Services Director, to discuss the proposed 2021 Clinton County Emergency Operations Plan.
  - The Clinton County Office of Emergency Management and its partners have prepared an emergency operations plan to ensure the most effective and economical allocation of limited resources and to ensure that effective emergency services can be provided in time of an emergency and meet the extraordinary need for disaster related information and services;
  - Discussion took place regarding legal authority referenced in the development of the plan.

**COMMITTEE RECOMMENDATION:** Commissioner Mitchell moved, seconded by Commissioner DeLong, to **recommend** approving the Emergency Operations Plan as presented. Motion carried.

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

DRAIN COMMISSIONER  
FLOOD PLAIN UPDATE

4. Ways and Means Committee Chairperson Stacey introduced Phil Hanes, Drain Commissioner, to provide the floodplain mapping status update.
  - Spicer Group has completed Phases I and II of their DFIRM Review and LOMA Analysis;
  - The work they have done has identified properties within Flood Zone AE areas that may have the potential for a successful Letter of Map Amendment application with FEMA based on recent LiDAR elevation data;
  - The AE zones exist in portions of the following municipalities: City of St. Johns, City of Ovid, City of DeWitt, City of East Lansing, Victor Township, Watertown Township, and DeWitt Township;
  - Drain Commissioner Hanes reported that he has met with staff from the Administration Office, Community Development Department, and the MIS Department and it was determined that it will be very difficult to create a webpage robust enough to present all of the information in a clear and concise manner;
  - In addition, the County does not have the internal capacity to adequately respond to inquiries and assist the residents with questions they would undoubtedly have;
  - It is suggested that the website be limited to basic information and links to FEMA web pages for those residents who may want to handle this matter for themselves;
  - For all others, it is recommended that they are directed to contact Spicer Group, or another company of their choice, for assistance as they have the experience and qualifications necessary to assist residents through the LOMA process;
  - Drain Commissioner Hanes believes that the residents would be better served by dealing directly with qualified individuals and firms rather than inserting county staff and departments in the middle;
  - The members were provided with a draft letter that is proposed to be mailed to the property owners identified by Spicer Group as having the potential of filing a successful LOMA application to FEMA;
  - Brief discussion followed and it was suggested that the County follow up with the landowners afterward via phone call or second mailing to be sure they received this important information;
  - It was noted that approximately 154 parcels were identified through Spicer Group's work; some of which may already have LOMAs filed on them.

No action required.

FACILITY MAINTENANCE  
REQUEST

5. Ways and Means Committee Chairperson Stacey introduced Rob Wooten, Director of Facilities and Project Management, to discuss a request for facilities maintenance budget adjustments.
  - Facilities and Project Management Director Wooten explained that the Maintenance Department's busiest season is spring, followed closely by fall and summer;
  - Each year, the department utilizes jail trustees to assist department staff with grounds and facility maintenance projects for roughly 864 hours per year; due to COVID-19, the trustees have not been available to assist the maintenance department since early 2020, and are not expected to be available until 2022 at the earliest;
  - The maintenance department staff also continues to spend an estimated 18+ hours per week on COVID-19 related duties, taking time away from every day responsibilities; this equates to 936 hours per year that we can no longer devote to regular facility maintenance or the record-setting number of scheduled Capital Improvement Projects (CIP);
  - This combined 1800-hour annual shortfall will cause noticeable negative outcomes regarding facility maintenance if no action is taken.

**COMMITTEE RECOMMENDATION:** Commissioner Pohl moved, seconded by Commissioner Washington, to **recommend** authorizing the County Administrator to allocate up to \$50,000 to support county facility maintenance operations through 2021 including:

- \$1,500 for increased existing part time maintenance worker hours;
- \$10,000 for increased overtime expenses for existing maintenance department staff;
- Up to \$38,500 for increased use of outside contractors/service agreements;
- Continued support for utilizing parks and green space staff to assist, if available.

Motion carried.

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

#### CONTRACT IMAGING FUNDS

6. Ways and Means Committee Chairperson Stacey introduced discussion regarding the capital improvement project for microfilm imaging.
- Progress continues to be made within the Clerk's Office with backing up old court records; however, files/documents continue to come into the office at a faster pace than they can be archived;
  - County Clerk Diane Zuker would like to continue with microfilming the old court files that are not on our current imaging system and is preparing files to do so before the end of 2021;
  - The funds are also used for other small projects within the county.

**COMMITTEE ACTION:** Commissioner DeLong moved, seconded by Commissioner Pohl, to approve up to \$25,000 for the process of microfilming and imaging of departmental records, as outlined and approved in the capital improvements section of the 2021 budget. Motion carried.

#### TREASURER REQUEST TO EXTEND WAIVER OF DELINQUENT DOG LICENSE FEES DUE TO COVID-19

7. Ways and Means Committee Chairperson Stacey introduced Tina Ward, Clinton County Treasurer, to discuss a request to extend the waiver of delinquent dog license fees due to COVID-19.
- In December of 2020, the Board of Commissioners authorized an extension of the waiver of delinquent dog license fees through the first quarter of 2021 due to limited access to veterinary services because of the COVID-19 pandemic;
  - Since the rationale used to authorize this waiver is still valid, the Board is being asked to continue this waiver through the second quarter of 2021; at that time, this matter will be reviewed again.

**COMMITTEE RECOMMENDATION:** Commissioner Showers moved, seconded by Commissioner Mitchell, to **recommend** authorizing a waiver of delinquent dog license fees through the second quarter of 2021 due to the COVID-19 pandemic. Motion carried.

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

CENTRAL DISPATCH  
UPDATE AND APPROVAL  
OF FUNDS FOR 911  
PROJECTS

8. Ways and Means Committee Chairperson Stacey introduced Chris Collom, Central Dispatch Director, to provide an update on behalf of Central Dispatch.
- Central Dispatch Director Collom updated the members about Michigan's 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; in summary, this will not be an easy battle for Michigan;
  - The members were also updated regarding the Public Safety Radio Communications Project which is progressing on schedule at this time;
  - The Southeast Tower reinforcement was completed and the next phase of installing the new antennas and microwaves on the three towers is scheduled to occur soon;
  - The County has also completed and signed the change order for the subscriber units and it is anticipated that the equipment will start arriving soon; overall, the project is on schedule and the County is still slated to be on the system by the end of 2021;
  - The next phase includes preparing the 911 Center for the new radio equipment and replacement of the air-conditioning unit in the Mezzanine:
    - The future design of the Center includes proper distancing to promote a healthier and safer work environment and the ability to improve the day-to-day oversight of the dispatch operations; the layout of the Center will be designed to improve workflow and provide room for growth as more monitors and equipment are added to the workspaces;
    - The Board approved \$150,000 in the Public Safety Radio Project for the workstations and departmental upgrades; the project will include new access flooring, additional electrical redundancies, and painting of the Center; at this time, the overall project is anticipated to fall within budget;
    - In addition, Director Collom is requesting to replace the air-conditioning unit in the Mezzanine; the air-conditioning unit is a necessary piece of equipment, as the radio servers generate a lot of heat and high temperatures can cause system failures;
    - It is evident a robust system will be needed to maintain the recommended temperature for the electronic and radio equipment; the projected cost is approximately \$45,000;
    - Director Collom emphasized that every reasonable effort was made to plan and budget for the entire radio project, however, in this situation, we were not aware the unit would need to be replaced; it is requested that the funds from the radio project contingency line item be used to replace the unit prior to the installation of the MPSCS.

**COMMITTEE RECOMMENDATION:** Commissioner Mitchell moved, seconded by Commissioner DeLong, to **recommend** approving the release of funds for the 911 workstation upgrade not to exceed \$150,000; the replacement of the air-conditioning unit in the mezzanine (allocating the funds from the radio project contingency fund not to exceed \$45,000); and approval for Administrator Longnecker to sign the contracts for both projects on behalf of the Clinton County Board of Commissioners. Motion carried.

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

PARKS AND GREEN SPACE  
CLINTON LAKES  
IMPROVEMENT PROJECT  
BUDGET

9. Ways and Means Committee Chairperson Stacey introduced Kyle Thornton, Parks and Green Space Director, to provide an update on the Clinton Lakes Improvement Project.
- Clinton County continues to wait for the National Parks Service to sign-off on the Land and Water Conservation (LWCF) grant for the Clinton Lakes Park Improvement Project;
  - Clinton County recently received permission to move ahead with bidding out the Land and Water Conservation (LWCF) grant project, with the restriction that the County cannot sign any agreements with the successful bidder until the National Parks Service signs-off on the grant award;
  - Also, the MDNR recommended including language in the Request for Proposals (RFP) that would guarantee the proposals received would be valid for an extended amount of time with the delay from the National Park Service;
  - The Clinton Lakes Improvement Project is going to include additional language noting that construction cannot start until fall of 2021; this will allow Clinton Lakes County Park to remain open to the public during the summer months of 2021;
  - Additionally, the Parks and Green Space Commission (PGSC) approved the final site designs for the Clinton Lakes Park Improvement Project at their March 5, 2021 meeting; there were not any substantial changes to the draft final site designs that were presented at the February 2021 Ways & Means Committee meeting;
  - Parks and Green Space Director Thornton presented a current proposed budget and remaining expenditures for the Clinton Lakes Park Improvement Project.

**COMMITTEE RECOMMENDATION:** Commissioner Washington moved, seconded by Commissioner Pohl, to **recommend** the approval of the budget as presented and to start the construction bidding process for the Clinton Lakes Park Improvement Project. Motion carried.

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

WASTE MANAGEMENT  
SCRAP TIRE GRANT

- 9A. Ways and Means Committee Chairperson Stacey introduced Kate Neese, Waste Management Coordinator, to discuss a tire grant opportunity.
- Clinton County Department of Waste Management would like support from the BOC to apply for the MI Department of Environment, Great Lakes and Energy's annual scrap tire grant for calendar year 2021;
  - This would be a regional effort and Clinton County would be applying with Eaton County, Barry County and Ingham County; Eaton County will be acting as fiduciary and primary contact for the scrap tire grant;
  - This grant would cover the cost of three scrap tire trailers for a special collection event to be held before September 30, 2021;
  - DWM will work closely with the Clinton County Road Commission to determine whether or not a collection is feasible per COVID-19 protocols; DWM would like to secure the tire grant funding in case a collection event becomes feasible and is asking for the Board's approval to move forward with this collaborative grant effort with Eaton County Resource Recovery.

**COMMITTEE RECOMMENDATION** Commissioner Pohl moved, seconded by Commissioner DeLong, to **recommend** approving Clinton County's regional participation in the application process for the MI Department of Environment, Great Lakes and Energy's annual scrap tire grant for calendar year 2021. Motion carried.

APPROVAL OF 2022  
BUDGET CALENDAR

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

10. Ways and Means Committee Chairperson Stacey introduced discussion regarding the 2022 Budget Calendar.

**COMMITTEE RECOMMENDATION** Commissioner Showers moved, seconded by Commissioner Mitchell, to **recommend** the adoption of the 2022 Budget Calendar. Motion carried.

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

AUTHORIZATION TO SIGN  
AGREEMENTS WITH FIFTH  
THIRD BANK ON BEHALF OF  
CLINTON COUNTY POST-  
RETIREMENT HEALTH  
CARE PLAN AND TRUST  
COMMITTEE

11. Ways and Means Committee Chairperson Stacey introduced discussion regarding a resolution from Fifth Third.

- During a recent account review, Fifth Third Bank determined that they require updated documentation from Clinton County pertaining to the Clinton County Post-Retirement Health Care Plan and Trust.;
- The members were presented with a certificate of resolution for authorization to sign agreements with Fifth Third Bank; if approved, the Board of Commissioners will be authorizing Trust Chairperson Showers to sign the resolution;
- The resolution authorizes Trust Chairperson Showers and additional Trustees, Commissioners Stacey and Washburn, to sign agreements with Fifth Third Bank on behalf of the Clinton County Post-Retirement Health Care Trust Committee.

**COMMITTEE RECOMMENDATION:** Commissioner DeLong moved, seconded by Commissioner Mitchell, to **recommend** approving the certificate of resolution authorizing Robert Showers, Trust Chairperson of the Clinton County Post-Retirement Health Care Trust Committee and Trustees Stacey and Washburn to sign agreements with Fifth Third Bank on behalf of the Clinton County Post-Retirement Health Care Plan and Trust Committee. Motion carried.

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

COMMUNITY  
DEVELOPMENT

12. Community Development:

SOIL EROSION UPDATE

- A. Soil Erosion Update: Ways and Means Committee Chairperson Stacey introduced Doug Riley, Community Development Director and Joel Haviland, Building, Zoning and Soil Erosion Administrator, to provide an update regarding the State Office of Environment, Great Lakes and Energy (EGLE) review that took place of the Soil Erosion and Sedimentation Control (SESC) program.
- Last year the EGLE completed its statutory five (5) year review of the County's Soil Erosion and Sedimentation Control (SESC) program pertaining to building construction;
  - Generally, under the County SESC Ordinance, any new construction or earth disturbance over one acre or within 500 feet of a county waterbody (lake, stream, creek) or county drain requires an application and permit (and subsequent inspections) from the building department; our jurisdiction for these permits includes the entire county, including the charter townships for which the County does not complete other construction permitting;
  - SESC is a valued program to protect our water resources and drain infrastructure, however, this program does place substantial time/resource demands on the two (2) County Building Inspectors who

- are licensed to review these permits and complete field inspections;
- It was also noted that the Summer of 2020 was not an ideal time for the completion of EGLE’s program review due to COVID-19 and associated impacts; at the time, the department was in a challenging balancing act with the often-competing interests of the construction industry and SESC regulatory requirements (i.e., expectations of EGLE as reported); in addition, they were also purposely trying to not be too “heavy handed” with enforcement efforts with homeowners and contractors due to the circumstances of the time;
- The department recognizes there are several changes or program adjustments that EGLE pointed out that they support and believe improve the program;
- As the department attempts to balance time/resources with improving this program moving forward, and to address EGLE’s requirements, it is believed that the most important adjustment to make is to evaluate amending the SESC Ordinance to reduce the permitting distance from 500 feet down to 100 feet (specifically for proximity to County Drains); this still exceeds EGLE’s minimum requirements, (as they do not require permitting for County Drains) yet still provides suitable protection to County Drain infrastructure;
- The Planning Department has been in initial discussions with the Drain Commissioner who is generally supportive; this one change would significantly reduce the number of permits required by homeowners and contractors and may be more manageable with our current resources;
- In completing a potential ordinance amendment in these regards, the department would also work to update/modernize the Ordinance to make it more user friendly for our customers;
- Discussion also took place about conducting a fee schedule review;
- It was noted that the amendment of the Ordinance and a completion of a fee schedule review will require time and they anticipate this would extend over the course of the next year, including any appropriate 2022 budget and workflow considerations.

No action required.

PLANNING UPDATE

- B. Planning Update: Ways and Means Committee Chairperson Stacey introduced Doug Riley, Community Development Director, to provide a planning update.
- PC-05-21 SLU – Application for Special Land Use Permit; Planning Commission recommends approval;
  - PC-07-21 SLU – Application for Special Land Use Permit; Planning Commission recommends approval.

No action required.

AMERICAN RESCUE PLAN ACT OF 2021

13. Ways and Means Committee Chairperson Stacey introduced discussion regarding the American Rescue Plan Act of 2021.
- Clinton County is expected to receive approximately \$15 million with the passage of the American Rescue Plan;
  - Not all of these funds will arrive immediately; within 60 days the County is expected to receive 50%, with the remainder to arrive no earlier than 12 months from the first payment;
  - The County has until December 31, 2024 to expend the funds; however specific guidance from the Department of Treasury has not been given at this point;
  - It was noted that the State and other local governments will also be receiving funding and the County may want to coordinate efforts with local governments and/or our tri-county partners;
  - Discussion followed and the members discussed their positions regarding the passage of this Plan;

- It was agreed that the County will want to take a prudent and practical approach to managing this effort; it was also agreed that the public's input will be very important as the County moves forward.

No action required.

RESOLUTION 2021-3  
PROCLAIMING APRIL AS  
"AUTISM AWARENESS  
MONTH"

14. Ways and Means Committee Chairperson Stacey introduced discussion regarding a resolution proclaiming April as "Autism Awareness Month" in Clinton County and designating April 2 as "Clinton County for Autism Awareness Day".

**COMMITTEE RECOMMENDATION:** Commissioner Washington moved, seconded by Commissioner Pohl, to **recommend** authorizing the resolution proclaiming April as Autism Awareness Month in Clinton County and designating April 2 as "Clinton County for Autism Awareness Day". Motion carried.

**BOARD ACTION:** Commissioner Stacey moved, seconded by Commissioner Washington to concur with the committee recommendation. Motion carried. (INSERT RESOLUTION)

EMERGENCY  
DECLARATION EXTENSION

15. 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 DeLong, to **recommend** authorizing the extension of the Declaration for a Local "State of Emergency" through April 30, 2021 or until such time as the Board acts to cease or extend the State of Emergency. Motion carried. (See page 3 of minutes for Board Action)

RESOLUTION 2021-4  
SUPPORTING PASSAGE OF  
LEGISLATION TO ADOPT 4-  
YEAR TERMS FOR COUNTY  
COMMISSIONERS

- 15A. Ways and Means Committee Chairperson Stacey introduced discussion regarding a proposed resolution supporting Senate Bills 242 and 245 to enact four-year terms for county commissioners.

**COMMITTEE RECOMMENDATION:** Commissioner Showers moved, seconded by Commissioner Washington, to **recommend** authorizing a resolution supporting the passage of legislation to adopt four-year terms for county commissioners. Motion failed as the result of a tie vote.

Commissioner Stacey introduced discussion during the Board meeting regarding Senate Bills 242 and 245, which were discussed during the Ways and Means Committee meeting on March 25, 2021. During the committee meeting a motion was made but failed due to a tie vote. Member briefly discussed this matter again during the Board meeting.

**BOARD ACTION:** Commissioner Showers moved, seconded by Commissioner Mitchell to adopt a Resolution supporting the passage of legislation to adopt four-year terms for county commissioners. Voting on the motion by roll call vote, those voting aye were Pohl, DeLong, Showers, Washington, Mitchell and Washburn. Voting nay was Stacey. Six ayes, one nays. Motion carried. (INSERT RESOLUTION)

APRIL OPEN MEETINGS  
AND EVENTS CALENDAR

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

**COMMITTEE RECOMMENDATION:** Commissioner DeLong moved, seconded by Commissioner Mitchell, to **recommend** the approval of the April 2021 Open Meetings and Events Calendar. Motion carried.

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

Clerk Zuker noted that the Board meeting previously scheduled for April 20<sup>th</sup> is being moved back to the last Tuesday of the month on April 27<sup>th</sup>.

ACCOUNTS PAYABLE  
INVOICE PAID

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

**COMMITTEE ACTION:** Commissioner Washington moved, seconded by Commissioner Pohl, to approve the invoices paid from February 6 through March 5, 2021 in the amount of \$935,918.56. Motion carried.

COMMISSIONERS'  
COMMENTS

18. Ways and Means Committee Chairperson Stacey requested Commissioners' comments. There were none.

ADMINISTRATOR'S  
COMMENTS

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

- Administrator Longnecker provided an update to the members regarding the recent impact of COVID-19 as it relates to staffing levels in the Courthouse.

ADJOURNMENT OF  
COMMITTEE MEETING

20. Ways and Means Committee Chairperson Stacey adjourned the meeting at 11:28 a.m.

**HUMAN RESOURCES  
COMMITTEE MEETING**

Commissioner Pohl, Chairperson of the Human Resources Committee reported on a meeting held March 25, 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 (Dewitt Charter Township, Michigan)  
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	Cindy Moser
Deb Sutherland	Tina Ward

CALL TO ORDER/APPROVAL  
OF AGENDA

1. Human Resources Committee Chairperson Pohl called the meeting to order at 11:29 a.m.

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

PUBLIC COMMENTS

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

RESOLUTION 2021-5  
DECLARING CLINTON  
COUNTY'S COMPLIANCE  
WITH SECTION 3 OF PUBLIC  
ACT 152 OF 2011 KNOWN  
AS THE PUBLICLY FUNDED  
HEALTH INSURANCE ACT

3. Human Resources Committee Chairperson Pohl introduced discussion regarding compliance with section 3 of Public Act 152 of 2011.

**COMMITTEE RECOMMENDATION:** Commissioner Mitchell moved, supported by Commissioner DeLong, to **recommend** authorizing the Resolution declaring Clinton County's compliance with section 3 of Public Act 152 of 2011. Motion carried.

**BOARD ACTION:** Commissioner Pohl moved, seconded by Commissioner Mitchell to concur with the committee recommendation. Motion carried.  
(INSERT RESOLUTION)

COVID-19 LETTERS OF AGREEMENT WITH COUNTY EMPLOYEES

4. Human Resources Committee Chairperson Pohl introduced Administrator Longnecker to discuss the COVID-19 Letters of Agreement with county employees.
  - Administrator Longnecker explained that the County currently has agreements in place for all employees allowing for COVID-19 leave under strict criteria for a limited period ending March 31, 2021 and it is requested that these agreements be extended;
  - The members are being asked to authorize the Administrator to finalize the appropriate COVID-19 leave agreements with employees in consultation with labor counsel, the Board Chair and Human Resources Chairperson.

**COMMITTEE RECOMMENDATION:** Commissioner DeLong moved, seconded by Commissioner Stacey, to **recommend** authorizing the Administrator to finalize the appropriate COVID-19 leave agreements with employees in consultation with labor counsel, the Board Chair and Human Resources Chairperson. Motion carried.

**BOARD ACTION:** Commissioner Pohl moved, seconded by Commissioner DeLong to concur with the committee recommendation. Brief discussion followed with Administrator Longnecker that this is a moving target with the recent outbreak and has been recommended by our labor counsel. Motion carried.

APPOINTMENTS TO COMMITTEES AND COMMISSIONS

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

APPOINTMENT OF RYAN WOOD TO DEPARTMENT OF PUBLIC WORKS BOARD

**COMMITTEE RECOMMENDATION:** Commissioner Showers moved, seconded by Commissioner DeLong, to **recommend** appointing Ryan Wood to the Department of Public Works (DPW) Board 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 concur with the committee recommendation to appoint Ryan Wood to the Department of Public Works Board. Chairperson Washburn called for further nominations. None were offered. Motion carried.

APPOINTMENT OF SCOTT SCHRAUBEN TO CONSTRUCTION APPEAL BOARD

**COMMITTEE RECOMMENDATION:** Commissioner Stacey moved, seconded by Commissioner Showers, to **recommend** appointing Scott Schrauben to the Construction Appeal Board for the remainder of a two (2) year term expiring December 31, 2022. Motion carried.

**BOARD ACTION:** Commissioner Pohl moved, seconded by Commissioner Stacey to concur with the committee recommendation to appoint Scott Schrauben to the Construction Appeal Board. Chairperson Washburn called for further nominations. None were offered. Motion carried.

REAPPOINTMENT OF JOHN MAAHS AS WATERTOWN TOWNSHIPS REPRESENTATIVE ON SOLD WASTE COUNCIL

**COMMITTEE RECOMMENDATION:** Commissioner DeLong moved, supported by Commissioner Stacey, to **recommend** reappointing John Maahs as Watertown Township's representative on the Solid Waste Council for another three (3) year term expiring March 31, 2024. Motion carried.

**BOARD ACTION:** Commissioner Pohl moved, seconded by Commissioner DeLong to concur with the committee recommendation to reappoint John Maahs as Watertown Township's representative on the Solid Waste Council. Chairperson Washburn called for further nominations. None were offered. Motion carried.

REAPPOINTMENT OF RONI CHRISTMAS TO PLANNING COMMISSION

**COMMITTEE RECOMMENDATION:** Commissioner DeLong moved, seconded by Commissioner Stacey, to **recommend** reappointing Roni Christmas to the Planning Commission for another three (3) year term expiring March 31, 2024. Motion carried.

**BOARD ACTION:** Commissioner Pohl moved, seconded by Commissioner DeLong to concur with the committee recommendation to reappoint Roni Christmas to the Planning Commission. Chairperson Washburn called for further nominations. None were offered. Motion carried.

ADMINISTRATOR'S COMMENTS

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

COMMISSIONERS' COMMENTS

7. Human Resources Committee Chairperson Pohl requested Commissioners' comments.
- Commissioner Washburn provided an update on behalf of the Capital Region Airport Authority;
  - Commissioner Washington notified the Members that it will be Public Health Week in Michigan on May 9-15; the Michigan Public Health Week Partnership is inviting the community to celebrate Public Health Week by nominating someone for the Hometown Health Hero award;
  - Commissioner Mitchell provided an update on behalf of the Tri-County Office on Aging and Mid-Michigan District Health Department;
  - Commissioner Pohl provided an update on behalf of the Clinton County Road Commission.

ADJOURNMENT OF COMMITTEE MEETING

8. Human Resources Committee Chairperson Pohl adjourned the meeting at 11:50 a.m.

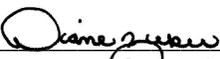
END OF COMMITTEE REPORTS

COMMISSIONERS' COMMENTS

- Chairperson Washburn called for Commissioners' comments.
- Commissioner DeLong reported the the First Congregational Church adjacent to the Courthouse was recently placed on the market for sale;
  - Chairperson Washburn expressed his appreciation to the entire county team for making things happen during the pandemic, noting that we have gone beyond the 1 year mark of the crises and we continue to monitor things and follow the guidance available as we work towards getting back to normal again in the future.
  - Members would like to have an opportunity to meet the new Circuit Court Judges at future committee meeting of the Board.

ADJOURNMENT

**BOARD ACTION:** With no further business to come before the Board, Commissioner Mitchell moved, seconded by Commissioner Washington to adjourn the meeting at 10:45 a.m.

  
 \_\_\_\_\_  
 Diane Zuker, Clerk of the Board

NOTE: These minutes are subject to approval on April 27, 2021.