

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

DATE 06/28/2022

The Clinton County Board of Commissioners met on Tuesday, June 28, 2022 at 9:00 a.m. with Chairperson Kam Washburn presiding.

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

Roll was called with a quorum of the members in attendance:
Kam Washburn, David Pohl, Bruce DeLong, Kenneth B. Mitchell, Robert Showers, Dwight Washington and Adam Stacey.

COUNTY PERSONNEL

Craig Longnecker, Todd Campbell, Doug Riley, Deb Sutherland and Stephanie Dush.

VISITORS

Pat Feldpausch, Ashley Faivor, Elaine Brown, Bob Miller and Kate Long.

AGENDA

The agenda was amended to include the following items:

- MERS Annual Meeting approval of Employee and Employer Delegates
- Tri-County Office on Aging's Fiscal Year 2023-2025 Multi-Year Plan

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

APPROVAL OF MINUTES

The May 31, 2022 minutes were presented for review and approval.

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

COMMUNICATIONS

The following communications were received:

1. Final County Equalization Report for 2022 Tax Year
2. City of DeWitt Downtown Development Authority Annual Information meeting notice
3. Cass County Resolution opposing Michigan House Bills to provide Zillow with County Records at no cost
4. Cheboygan County Resolution opposing Michigan House Bills to provide Zillow with County Records at no cost
5. Iosco County Resolution opposing Michigan House Bills to provide Zillow with County Records at no cost
6. Menominee County Resolution opposing Michigan House Bills to provide Zillow with County Records at no cost
7. Tuscola County Resolution opposing Michigan House Bills to provide Zillow with County Records at no cost
8. Berrien County Resolution expressing concerns regarding Juneteenth Court Holiday ordered by the Supreme Court

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner

Showers to acknowledge receipt of the communications and discuss in more detail the House Bills regarding providing County Records at no cost to Zillow and other for-profit organizations at the July Ways and Means Committee meeting. Motion carried.

ADMINISTRATOR'S REPORT

Craig Longnecker, County Administrator:

- Provided an update on the ARPA Project Budget.
- Advised that Administration has been busy meeting with departments on their 2023 budget requests with several more budget meetings scheduled for this week.

PUBLIC COMMENTS

Chairperson Washburn introduced Elaine Brown during public comment to present the Soil Conservation Board 2021 Annual Report.

2021 SOIL CONSERVATION BOARD ANNUAL REPORT

- Elaine Brown, Treasurer of the Soil Conservation Board provided the 2021 Annual Report of the Soil Conservation District to the members.
 - The annual meeting of the Conservation District was held last night.
 - Ms. Brown briefly highlighted portions of the report noting that the District operates under a half a million dollar budget each year.
 - Work with the State of Michigan Natural Resources Conservation Service and other federal sources/grant programs to provide cost share programs to farmers and landowners in Clinton County.
 - Ms. Brown introduced Katie Hafner, CTAI Soil Conservationist who was also present at the meeting. Ms. Hafner plans workshop and does public outreach for the district.
 - Tree sales are held each year with 20,000 trees and shrubs sold in 2022.
 - Recognized and thanked the County Board for their \$12,000 annual funding to provide more grants and services in Clinton County.
 - The district appreciates the opportunity to comment and provide input on the Comprehensive Plan Update.
 - The Conservation District Board has changed their meeting schedule, which allows for the District to participate with the county Board of Commissioner meetings more often in the future.

ZONING

Doug Riley, Community Development Director presented the following zoning matters:

PC-17-22 MA (OR 179-22)
CHANGE OF ZONE/MAP
AMENDMENT
GREGORY HUNT, LLC WITH
AUTHORIZATION BY
WALTER HOTEN
A-2 GENERAL
AGRICULTURE AND C-2
GENERAL COMMERCIAL TO
I-1 LIGHT INDUSTRIAL
BINGHAM TOWNSHIP
SECTION 28

PC-17-22 MA (OR 179-22) Change of Zone/Map Amendment submitted by Gregory Hunt, LLC with authorization from underlying property owner, Walter Hoten to rezone approximately 11.48 acres from A-2 (General Agriculture) and C-2 (General Commercial) to I-1 (Light Industrial) in Section 28 of Bingham Township (South portion of Parcel ID#: 030-028-100-005-51)

Chairperson Washburn called for comments and/or questions. Brief discussion followed.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner DeLong to concur with the recommendation of the Planning Commission to approve the Change of Zone/Map Amendment submitted by Gregory Hunt, LLC as authorized by property owner Walter Hoten. Voting on the motion by roll call vote, those voting aye were Stacey, Washington, Showers, Mitchell, Pohl, DeLong and Washburn. Seven ayes, zero nays. Motion carried.

COMPREHENSIVE PLAN
5-YEAR UPDATE
FINAL REVIEW/APPROVAL

Director Riley presented a brief summary of the review that took place for the 5-year Comprehensive Plan update.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Mitchell to concur with the recommendation of the Planning Commission to approve the updated Comprehensive Plan. Chairperson Washburn called for comments and/or questions. There were none. 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.

MERS EMPLOYEE AND
EMPLOYER DELEGATE AND
ALTERNATE TO ANNUAL
MEETING

Chairperson Washburn introduced discussion regarding the appointment of the employee and employer delegates to the 2022 MERS Annual Meeting.

BOARD ACTION: Commissioner Showers moved, seconded by Commissioner Pohl to appoint Cindy Moser as the employee delegate as selected by secret ballot by the employees with no alternate being selected and further appoint Craig Longnecker as the officer representative and Todd Campbell as the alternate officer representative to the 2022 MERS Annual Meeting. Motion carried.

RESOLUTION 2022-9
APPROVING TRI-COUNTY
OFFICE ON AGING'S
FY 2023-2025 MULTI-YEAR
PLAN

Chairperson Washburn introduced Kate Long, Planner with Tri-County Office on Aging to present FY 2023-2025 Multi-Year Plan. The purpose is to ensure compliance with the Older Americans Act and the Older Michiganians Act. There are no new goals this time, but the required goal is to improve the accessibility of services to Michigan communities. The County Board is being asked to approve this plan before July 12, 2022.

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner Mitchell to adopt the Resolution approving Tri-County Office on Aging's Fiscal Year 2023-2025 Multi-Year Plan. Voting on the motion by roll call vote, those voting aye were Showers, Mitchell, Pohl, DeLong, Stacey, Washington and Washburn. Seven ayes, zero nays. Motion carried. (INSERT RESOLUTION)

PA116 FARMLAND
APPLICATIONS

The following PA116 Farmland Applications were presented:

- 2022-6 Carla S. and Kristopher M. Wardin, Essex Township, Section 27
- 2022-7 Carla S. and Kristopher M. Wardin, Essex Township, Section 22

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

HEALTH DEPARTMENT
UPDATE

Health Officer Liz Braddock provided the Mid-Michigan District Health Department report in writing for the month of June. The report included the following items:

- The CDC is recommending everyone 6 months and older get vaccinated against COVID-19. Health Department has ordered pediatric doses and is waiting for shipment. These doses should be available in the next few weeks.
- The Michigan Department of Agriculture and Rural Development (MDARD) has lifted restriction on 2022 poultry and waterfowl exhibitions in Michigan since there has been no new detection of the highly pathogenic avian influenza (HPAI) in domestic poultry for 30 days.
- Beach monitoring program includes Lake Ovid at Sleepy Hollow State Park, Motz Park, Clinton Lakes and Park Lake.

APPROVAL OF
COMMISSIONERS'
EXPENSE ACCOUNTS

Commissioners' expense accounts were presented for review and approval.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Pohl 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 June 16, 2022.

ATTENDANCE AT
COMMITTEE MEETING

Members Present:

Adam Stacey, W&M Committee Chairperson – Arrived at 9:36 a.m.
David Pohl
Ken Mitchell
Dwight Washington
Bruce DeLong
Robert Showers – Arrived at 9:05 a.m.
Kam Washburn, Ex-Officio Member

Staff Present

Craig Longnecker	Penny Goerge
Todd Campbell	Eric Harger
Kate Neese	Chris Collom
Undersheriff Gute	Craig Thelen
Doug Riley	

Others Present

MaLissa Schutt, Clinton Transit	Anna Lam, Guidehouse
Gail Watkins, Clinton Transit	Brandon Trierweiler, Homeworks
Adam Smiddy, Guidehouse	

CALL TO ORDER/APPROVAL
OF AGENDA

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

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

- Addition to Agenda: Central Dispatch – Tornado Siren Activation Project – 6A

PUBLIC COMMENTS

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

COUNTY TAXABLE VALUES
FOR 2022

3. Acting Ways and Means Chairperson DeLong introduced Eric Harger, Equalization Director, to discuss the statement of taxable valuation for the year of 2022.
 - The Members reviewed the report from Equalization containing the 2022 Clinton County Taxable Valuations.
 - This report is to be filed with the State Tax Commission on or before the fourth Monday in June.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, seconded by Commissioner Mitchell, to **recommend** approving Form L-4046 stating the County Taxable Values for 2022. Motion carried.

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

WASTE MANAGEMENT

RURAL RECYCLING
ANNUAL REPORT

4. Waste Management:

- A. Rural Recycling Annual Report: Acting Ways and Means Committee Chairperson DeLong introduced Kate Neese, Waste Management Coordinator, to provide an annual report on the activities related to the rural recycling program.
- Discussion took place regarding the amount of material that has been collected through the rural recycling program since its inception 30 years ago.
 - The members discussed the pandemic's impact on recycling; an increase in package deliveries has caused an increase in recycling material collected.

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, seconded by Commissioner Washington, to **recommend** accepting the annual report for the Clinton County Rural Recycling Program and place on file. Motion carried.

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

CLEAN COMMUNITY EVENT
ANNUAL REPORT

- B. Clean Community Event Annual Report: Acting Ways and Means Committee Chairperson DeLong introduced Kate Neese, Waste Management Coordinator, to provide an annual report for the Clean Community Events.
- Discussion took place regarding the success of the clean community events.
 - It was noted that year-round recycling and disposal options have greatly improved over the past two decades; this has provided Waste Management with an opportunity to review how they provide these collections events and what works best for our residents.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, seconded by Commissioner Mitchell, to **recommend** accepting the annual report for the Clean Community Events and place on file. Motion carried.

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

SHERIFF UPDATE

5. Acting Ways and Means Committee Chairperson DeLong introduced Undersheriff Gute to provide an update on behalf of the Sheriff's Office.
- Undersheriff Gute introduced himself to the members and provided an update regarding staff changes/promotions that have taken place as a result of recent retirements.
 - The members were updated regarding the County's Active Violence Incident (AVI) policy, procedures and initiatives.
 - Discussion took place regarding school violence; the members were briefed on how the County would respond if there was an incident in Clinton County.
 - Undersheriff Gute briefly discussed the uptick in crimes taking place in the southern end of the County.

No action required.

CENTRAL DISPATCH
UPDATE
JAIL COMMUNICATIONS

6. Acting Ways and Means Committee Chairperson DeLong introduced Central Dispatch Director, Chris Collom to discuss jail communications relative to the Michigan Public Safety Communications System (MPSCS) project.
- Director Collom provided a brief update regarding the MPSCS project, and it was reported the project is going very well.
 - Central Dispatch and the Sheriff's Office are requesting approval to move forward with adding jail communications to the Clinton County MPSCS project.
 - Director Collom explained that at the initial onset of the project, the decision was made to maintain the current analog system for jail communications; however, after careful review and a signal and clarity test throughout the jail, it was discovered the MPSCS improves communications and will eliminate the need for a second radio infrastructure.
 - If approved, Central Dispatch and the Sheriff's Office will amend Appendix A of the Public Safety Communications Subscriber Lease Agreement.
 - Director Collom and Administrator Longnecker have reviewed the Project 25 budget and the Public Improvement fund and determined there are sufficient funds to pay for this project.

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, seconded by Commissioner Pohl, to **recommend** authorizing Central Dispatch and the Clinton County Sheriff's Office to amend Appendix A of the Public Safety Communications Subscriber Lease Agreement to include the purchase of portable radios for the jail at a cost not to exceed \$70,000. Motion carried.

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

CENTRAL DISPATCH
TORNADO SIREN
ACTIVATION PROJECT

- 6A. Acting Ways and Means Committee Chairperson DeLong introduced Central Dispatch Director, Chris Collom to discuss the tornado siren activation project.
- Director Collom notified the members that Clinton County has 17 sirens throughout the county owned by local municipalities where the local units of government purchase and maintain their tornado sirens and Central Dispatch provides a system for activation.
 - The sirens are activated by a VHF tone being sent to the towers and out to the sirens; the tones were assigned several years ago and are not programmed within the standard set of codes commonly used today.
 - The siren activation project includes updating the firmware on each siren, standardizing the codes, adding a single tone for an "all-call" that activates all 17 at once, a battery testing feature, a silent test feature that will provide the sirens to be tested without alarming the public, reviewing of the antenna and feed lines, and adding a secondary activation system for redundancy.
 - In addition, West Shore will assess the current condition of each siren and if repairs are needed outside of this project, they will work directly with the local unit for repairs.
 - Director Collom has reviewed the Project 25 budget and there are sufficient funds to pay for this project.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, seconded by Commissioner Stacey, to **recommend** authorizing Central Dispatch to partner with West Shore Services to upgrade the tornado siren activation systems for a cost not to exceed \$8,500. Motion card.

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

CLINTON AREA TRANSIT
SYSTEM FACILITY UPDATE

7. Ways and Means Committee Chairperson Stacey introduced MaLissa Schutt, Executive Director and Gail Watkins, Chairperson at Clinton Transit to provide a status update on Clinton Transit's facility project and current operations.
- Clinton Transit's facility expansion/renovation project commenced in late March 2022 with the seamless move of the administrative and dispatch operations to the South Point Mall in St. Johns.
 - In addition to social media posts, neighbors received postcards notifying them of the upcoming construction and who to contact if they have any questions or concerns.
 - The facility project is moving along quickly with only one unexpected and minor issue to address to date.
 - Clinton Transit is expected to move back into their building in December of this year, however, they had planned for February 2023.
 - Discussion took place regarding the impact of the pandemic relative to staffing and bus inventory; it was noted that Clinton Transit is positioned well due to pre-emptive adjustments that were made prior to the pandemic.
 - Ms. Schutt emphasized that during the facility project and beyond, the team at Clinton Transit remains committed to providing quality customer service, identifying unmet transportation needs in our community, and developing new and innovative solutions to keep everyone in Clinton County connected.
 - Brief discussion followed regarding regional transportation initiatives.
- No action required.

AMERICAN RESCUE PLAN
ACT OF 2021 (ARPA)
PROJECT UPDATE

8. Ways and Means Committee Chairperson Stacey introduced Adam Smiddy from Guidehouse to discuss the County's broadband efforts.
- Mr. Smiddy provided a brief presentation regarding the County's broadband efforts.
 - The County's primary goal is to investigate the current state of broadband and provide strategic direction to facilitate fiber-to-the-home services to every home in Clinton County.
 - Discussion followed regarding the necessity of high-speed internet in Clinton County; access to broadband is increasingly necessary for education, remote work, social engagement and e-commerce.
 - The members discussed the social and economic value of broadband delivery; high speed internet access leads to opportunities that affect the social, mental, and physical well-being of households.
 - Mr. Smiddy provided an overview of major funding sources; funding for broadband programs will primarily come from the following sources:
 - American Rescue Plan Act (ARPA) - provides a direct allocation and competitive grant opportunities governed by statewide programs.
 - Bipartisan Infrastructure Law (BIL) - provides competitive grant opportunities in a mix of state and federal programs.
 - While discussing Michigan Grant Considerations, it was noted that grants may require 25% -- 40% matching funds for projects in Michigan-defined areas of eligibility.
 - Mr. Smiddy provided an overview of the Clinton County Broadband Action Plan that outlines a targeted set of recommendations to facilitate the expansion of fiber-to-the home broadband services within Clinton County.
 - An Action Plan Timeline was presented; this timeline is based on

combining grant monies needed to facilitate new broadband services and private partnerships necessary to build out new services.

- The County has identified potential internet service provider (ISP) partners that they may choose to engage with on project implementation or applications for funding.
- It was emphasized that this project will be dependent on grant funding and/or private sector investment; it was further noted that building out last mile fiber to all un(der) served homes and businesses may not be economically or environmentally feasible in some rural areas.
- Discussion followed regarding the creation of a Broadband Task Force:
 - Purpose - The purpose of the task force is to advise and provide guidance to decision-makers, promote knowledge-sharing, coordinate efforts for implementing different elements of the Broadband Strategy and additional broadband initiatives.
 - Roles - The task force will be chaired by a dedicated Clinton County broadband resource who acts as the main liaison with other initiatives, administrates, and performs other coordinating requirements; individual members may become functional leads depending on strategic objective, e.g., technical vs. education or training focused projects.
 - Key Responsibilities – Sharing priorities and perspectives from respective organizations, sharing data and knowledge exchange, championing broadband investment, gaining buy-in from key stakeholders, elevating important and time-sensitive information to decision-making authorities.

DRAFT RESOLUTION FOR DEVELOPMENT OF BROADBAND TASK FORCE

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Mitchell, to **recommend** authorizing Administration to work with Guidehouse and board leadership in developing a plan outline and drafting a resolution to define the purpose, key activities and membership criteria for the creation of a Broadband Task Force. Motion carried.

- The members discussed a pathway moving forward; decisions need to be made regarding which initiatives to pursue (infrastructure, Broadband Task Force, digital equity), prioritization of funding infrastructure projects, and amount of County ARPA funding available to support each initiative.
- It was emphasized that a Broadband Task Force will only be making recommendations, and final decisions will be made by the Board of Commissioners.

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

INFORMATION TECHNOLOGY UPDATE

9. Information Technology Update:

TECHNOLOGY UPDATE

- A. Technology Update: Ways and Means Committee Chairperson Stacey introduced Craig Thelen, Information Technology Director, to discuss technology initiatives at Clinton County.
- Director Thelen notified the members that the Prosecutor’s Office has gained many efficiencies through recent technology initiatives.
 - The Prosecutor’s Office is utilizing the imaging system by scanning in warrants and subpoenas, and documents continue to be added to each case as they come into the office.
 - The Prosecutor’s Office is also preparing for LEAP (Law Enforcement Agency Portal) which will allow other county police agencies to submit their warrants online; all correspondence is communicated

digitally through the application whether the warrant is granted, rejected, or requires more information.

- In addition, the Prosecutor's Office will be adding the Discovery portal; this program will allow defense attorneys to log into the portal and receive all the discoverable documents, eliminating the need for CDs and paper copies.
- It was noted the County has invested \$280,000 in these technology updates.
- Director Thelen discussed training opportunities that are offered to county employees; the Prosecutors were provided with five days of on-site training for Office 365 at a cost of \$10,000.
- In addition, Prosecutor's Office can now run background checks through the law enforcement information network (LEIN) in lieu of requesting them from Central Dispatch for an annual cost of \$1,200.
- Director Thelen briefly discussed Digital Evidence, which is part of the 2023-24 Public Safety Project; this new program will allow all county law enforcement to submit digital evidence to the cloud portal and defense attorneys will be allowed access to their cases to receive digital evidence; total cost of this project will be \$20,000.

No action required.

CAPITAL IMPROVEMENT REQUEST FOR CONTRACT IMAGING

- B. Capital Improvement Request – Contract Imaging: Ways and Means Committee Chairperson Stacey introduced Craig Thelen, Information Technology Director, to discuss contract imaging.
- Progress continues to be made within the Clerk's Office with backing up court records.
 - Files/documents continue to come into the office at a faster pace than they can be archived.
 - County Clerk/Register of Deeds Deb Sutherland would like to continue with microfilming the old court files that are not on the County's current imaging system and is preparing files to do so before the end of 2022.
 - 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 departmental records, as outlined and approved in the capital improvements section of the 2022 budget. Motion carried.

CLINTON COUNTY INFORMATION TECHNOLOGY POLICY UPDATE

- C. Clinton County Information Technology Policy Update: Ways and Means Committee Chairperson Stacey introduced Craig Thelen, Information Technology Director, to discuss the Clinton County Electronic Acceptable Use Policy.
- The IT staff worked with Rehmann, the County's cybersecurity consultant, to review and update the Electronic Communications and Internet Access Policy, which is now titled as the Clinton County Electronic Acceptable Use Policy.
 - Administration has reviewed and concurs with this request.

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, seconded by Commissioner Showers, to **recommend** adopting the Clinton County Electronic Acceptable Use Policy as presented, subject to review and approval by legal counsel. Motion carried.

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

PENSION AND OPEB REPORTS PURSUANT TO PUBLIC ACT 202 OF 2017

10. Ways and Means Committee Chairperson Stacey introduced Administrator Longnecker to discuss the pension and OPEB reports that have been submitted to the Michigan Department of Treasury.

AND PUBLIC ACT 530 OF
2016

- Public Act 202 and Public Act 530 requires management to submit the pension and OPEB reports to the Michigan Department of Treasury and to the governing body.
- The reported numbers were derived from the most recent audit which was received by the Board last month; as noted by the auditor during the presentation, the reported audit numbers are based on rules established by the Governmental Accounting Standards Board (GASB).
- In addition, funding levels and required contributions are determined separately through an annual actuarial process for the pension and once every two years for OPEB; the numbers from the actuarial process are examined closely by management as they have the most implications for county finances.
- Clinton County plans are well funded; both pension and OPEB exceed the funding triggers and are well within the contribution fractions; therefore, no underfunded status is triggered.

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Pohl, to **recommend** acknowledging receipt of the required Public Act 202 and Public Act 530 reports submitted to the Michigan Department of Treasury. 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.
- PC-17-22 MA (OR 179-22) – Petition for a change of zone/map amendment; Planning Commission recommends approval.
 - Comprehensive Plan (5-year Update) – Final Review/Adoption; Planning Commission recommends approval.
- No action required.

JULY COMMITTEE MEETING
CALENDAR

12. Ways and Means Committee Chairperson Stacey introduced discussion regarding the July 2022 Open Meetings and Events Calendar.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Showers, to **recommend** approval of the July 2022 Open Meetings and Events Calendar. Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Pohl to amend the calendar to move the Parks and Greenspace meeting from July 1 to July 8. Motion carried.

ACCOUNTS PAYABLE
INVOICES PAID

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

COMMITTEE ACTION: Commissioner DeLong moved, seconded by Commissioner Washington, to approve the invoices paid from May 7 through June 3, 2022 in the amount of \$988,584.91. Motion carried.

COMMISSIONERS'
COMMENTS

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

- ADMINISTRATOR'S REPORT
15. Ways and Means Committee Chairperson Stacey requested the report from Administrator Longnecker.
- The members received a copy of the Tax Allocation Fact Sheet that is also posted to Clinton County's website.
 - Administrator Longnecker notified the members that a meeting will be scheduled soon to discuss the proposed public safety facility for the purpose of reviewing the current layout with the consultant.
 - The members received an update regarding a county lawsuit.
 - Deputy Administrator Campbell provided an update regarding the Road Commission project.
 - Discussion took place regarding the environmental assessment that was completed for the Wood Road project; the Parks and Green Space Commission has determined that it is not feasible to move forward with this project due to the amount of effort required to make the property effective and sustainable.

WOOD ROAD PROJECT

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Pohl, to **recommend** the County not move forward with the Wood Road project. Motion carried.

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

ADJOURNMENT OF COMMITTEE MEETING

16. Ways and Means Committee Chairperson Stacey adjourned the meeting at 12:13 p.m.

HUMAN RESOURCES COMMITTEE MEETING

Commissioner Pohl, Chairperson of the Human Resources Committee reported on a meeting held June 16, 2022.

ATTENDANCE AT COMMITTEE MEETING

<p>Members Present: David Pohl, HR Committee Chairperson Dwight Washington Adam Stacey Ken Mitchell Bruce DeLong Robert Showers Kam Washburn, Ex-Officio Member</p>	<p>Staff Present Craig Longnecker Todd Campbell Penny Goerge</p>
---	--

CALL TO ORDER/APPROVAL OF AGENDA

1. Human Resources Committee Chairperson Pohl called the meeting to order at 12:13 p.m.

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

PUBLIC COMMENTS

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

CLINTON COUNTY PERSONNEL MANUAL AMENDMENTS

3. Clinton County Personnel Manual Amendments:

- Administrative staff have been reviewing the County's Personnel Manual and Travel and Conference Reimbursement Policy; this review has resulted in staff proposing some general housekeeping and other amendments to the current documents.
- Additionally, staff believe the proposed changes to Section 2.2 Re-Employment of the County's personnel manual may assist the County in attracting quality candidates for open positions, as the proposed change removes salary/wage restrictions on former county employees that either voluntarily quit or were terminated but left in good standing with the ability to be rehired in the future.
- The specific sections of the documents include:
 - Personnel Manual – Sections 2.2 Re-employment, 3.16

- Overtime, 5.3 Life and Disability Insurance, 5.5 Longevity, 5.6 Retirement, 5.8 Educational Reimbursement Policy.
- o Travel and Conference Reimbursement Policy – Section 6.2 Meals.

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Washington, to **recommend** adopting the proposed amendments to the Clinton County Personnel Manual and Travel and Conference Reimbursement Policy as presented. Motion carried.

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner DeLong 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. No action taken.

COMMISSIONERS' COMMENTS

5. Human Resources Committee Chairperson Pohl requested Commissioners' comments.
- Commissioner Washburn provided an update on behalf of the Capital Region Airport Authority.
 - Discussion took place regarding regional transportation initiatives.
 - Commissioner Washington provided an update on behalf of the Mid-State Health Network and Capital Area Community Services.
 - Commissioner Mitchell briefly discussed emergency operations.
 - The Members provided positive feedback regarding the Employee Appreciation Picnic that recently took place at Motz County Park.

ADJOURNMENT OF COMMITTEE MEETING

6. Human Resources Committee Chairperson Pohl adjourned the meeting at 12:31 p.m.

END OF COMMITTEE REPORTS

COMMISSIONERS' COMMENTS

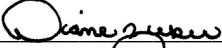
- Chairperson Washburn called for Commissioners' comments.
- Commissioner Pohl noted that an application has been received for review at the July Human Resources Committee meeting to fill the vacancy on the Parks and Green Space Commission.
 - Commissioner Washington commented on the ribbon cutting ceremony held for the opening of the new dog beach at Clinton Lakes County Park.
 - Commissioner Stacey informed members that he had the opportunity to take a tour of the new Heritage Hall which is under construction at the Capital. There will be soft opening on July 1st and formal ribbon cutting ceremony in September.

COUNTY CLERK

County Clerk, Diane Zuker took a moment to express her appreciation to the county and the Board of Commissioners for the opportunity to serve Clinton County for 39+ years. Clerk Zuker noted that she recently learned she is the longest serving County Clerk in the history of Clinton County, as well as the first ever combined County Clerk and Register of Deeds Office after the combination of the office in 2012. Members recognized Clerk Zuker and thanked her for her years of service.

ADJOURNMENT

BOARD ACTION: With no further business to come before the Board, Commissioner DeLong moved, seconded by Commissioner Pohl to adjourn the meeting at 9:36 a.m.



Diane Zuker, Clerk of the Board

NOTE: These minutes are subject to approval on July 26, 2022.