

PERSONNEL / WAYS & MEANS COMMITTEE

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MEMBERS

*Ralph Tillotson, Terry Collins
Committee of the Whole*

MEETING LOCATION

City of Adrian Chambers
159 E. Maumee Street
Adrian, MI 49221

Minutes: Tuesday, October 12, 2021 – 10:07 a.m.

Present: Commissioners Collins, Bolton, Bales, Goetz, Jenkins-Arno, Lapham, Stimpson, Tillotson, and Wittenbach

Also Present: Sheriff Bevier, Kim Murphy, Rebecca Borton, Martin Marshall, Jenny Escott, Laura Bassett (Dickson Wright), Kate Daisher, Erin VanDyke, Scott Holtz, Burke Castleberry, Jen Ambrose, Dennis Pelham (Daily Telegram), Mike Slusarski, Dusty Steele, and Roxann Holloway

I. APPROVAL OF MINUTES

Motion by Bolton, seconded by Goetz, to approve the minutes of the September 7, 2021, meeting. Motion carried.

II. PERSONNEL BUSINESS

- A. Employment Changes:** Personnel changes were available for review.
- B. Health Insurance Rates:** Administrator Martin Marshall reviewed the 2022 health insurance rates. The change in premium rates for January through December 2021 is a 3.29% increase for the Lenawee County group; however, the change in the plans and classes varies.

He explained that the three Simply Blue plans went down again this year, while the two high deductible plans went up slightly.

- C. Other Personnel Business:** There was no other personnel business.

III. WAYS AND MEANS BUSINESS

- A. Finance Reports:** Marty reviewed the finance reports. Revenues are at 85%, last year at this time the County was at 81%, and expenses are at 74% while the benchmark is 76.71%.
- B. 2022-2026 Capital Improvement Plan:** Kim Murphy reviewed the 2022-2026 Capital Improvement Plan. The Physical Resources Committee, IT Committee, and Parks

Commission have reviewed their respective project budgets and are recommending them as part of the 2022-2026 Capital Improvement Plan. The General Fund Allocation to the Capital Fund in 2022 is \$1,000,000. That amount has been distributed to cover Building & Ground projects, IT projects, Building & Ground Vehicle/Equipment; Sheriff Vehicles, Park projects, and Maurice Spear Campus.

Motion by Goetz, seconded by Bolton, to recommend approval of the 2022-2026 Capital Improvement Plan and related project budgets to the Board of Commissioners. Motion carried.

C. Presentation of 2022-2023 Budget: Kim Murphy presented a power point presentation on the 2022-23 budget.

D. Review & Recommend Ways & Means Draft 1 Budget: Kim reviewed the 2021 Ways & Means Draft 1 Budget and presented a power point overview. A few highlights included:

- The proposed 2022 budget is being presented in the amount of \$32,746,440.
- The budget is balanced without the use of fund reserve.
- New accounting standards are requiring some trust and agency processes to be reflected in General Fund

E. Setting of 2022 Budget Public Hearing

Motion by Stimpson, seconded by Bolton, to adopt the 2022 Ways and Means #1 Budget and recommend to the Board of Commissioners for publication and public hearing on Thursday, November 10, 2021. Motion carried.

F. Drain Commission

Loan request: Jenny Escott reported that the Drainage Board for the Rollin-Woodstock Sanitary Drain 2021 Improvements expects to authorize and issue bonds for improvements to the Rollin-Woodstock Sanitary Drain. The Drainage Board intends to issue a note in the amount of \$295,000.00 to pay preliminary expenses associated with planned improvements to the sanitary drain. The Drainage Board is requesting the County purchase the note through the Delinquent Tax Revolving fund at a 3% per annum with the note due in December 2021.

Motion by Goetz, seconded by Collins, to recommend authorization of the Rollin Woodstock Sanitary Drain loan of \$295,000.00 from the Delinquent Tax Revolving Fund by way of resolution. Motion carried.

Full Faith and Credit (Rollin/Woodstock sewer project): Laura Bassett, Dickson Wright, explained the bond process. The Drainage Board for the Rollin-Woodstock Sanitary Drain 2021 Improvements expects to issue bonds to the Michigan Finance Authority from the State Water Pollution Control Revolving Fund (the "SRF Program")

in the aggregate principal amount not to exceed \$11,500,000. Said bonds are to be repaid from special assessments from each of the public corporations of Rollin Township, Woodstock Township and the Village of Addison. EGLE bond rate is expected to be set at 1.875% percent.

Motion by Stimpson, seconded by Collins, to recommend adoption of resolution pledging the full faith and credit of the County of Lenawee for the prompt payment of principal and interest on the Bonds. Motion carried.

- G. Secretary of State Lease Addendum #1:** The Lease with the State of Michigan (Secretary of State) at the Human Services Building is due for a rate adjustment December 1, 2021. We received a request from the State of Michigan to consider a rental rate reduction or to maintain the current rental rate for the renewal of the lease. Our current lease expires in November 2031. In addition, the current lease requires carpet replacement and ceiling tiles replacement that are needed within the next six (6) months.

Motion by Goetz, seconded by Boltson, to recommend approval of addendum #1 to Lease #11523 between Lenawee County and the State of Michigan (Secretary of State) and designate Board Chair to sign such addendum. Motion carried.

Commissioner Jenkins-Arno noted that there appears to be a typo in Section 5.5.

- H. Lenawee Transportation – 2022-2025 Master Agreement:** Kate Daisher explained that the 2022-2025 Master Agreement between Lenawee Transportation and MDOT allows for application of federal and/or state grant funds available for eligible transportation projects.

Motion by Bolton, seconded by Collins, to recommend approval of resolution the Master Agreement #2022-0085 and designate the Chair and Clerk as authorized signatories by way of resolution. Motion carried.

- I. Kiwanis Trail Recommendation:** Two contractors submitted bids on the Kiwanis Trail Ext Project and they were opened and reviewed 9/24/21. The bid documents were reviewed by Mannik Smith Group to ensure compliance with the bid specifications. Based on the bid price and the compliance review, it is recommended that the project be awarded to the low bidder, Slusarski Excavating & Paving, Inc., in an amount of \$834,113.59.

Motion by Collins, seconded by Bolton, to accept the bid from Slusarski Excavating & Paving for the Kiwanis Trail Extension Project and to authorize the Chair to execute the contract. Motion carried; Tillotson voting no.

- J. Daily Telegram Brownfield Request:** Mike Slusarski and Dusty Steele addressed the board about the proposed project. Adrian Development Collaborative, LLC (ADC) has purchased properties 133, 155, and 205 N. Winter Street in Adrian. The property has

been previously used as residential, laundry, gas manufacturer, appliance, newspaper print, and Eagles Club. Known/suspected contaminants found on the property include chloroform, PNAs, MI 10 metals (arsenic, chromium, lead, mercury, selenium, and silver over criteria, cyanide, and ammonia.) ADC has requested that Lenawee County be the grant applicant for a grant to provide for asbestos abatement, excavation, assessment, due care planning, soil transport and disposal, vapor mitigation, and demolition.

Motion by Collins, seconded by Bolton, to authorize Lenawee County to apply for Brownfield Grant / Loan funding in the amount of \$1,998,500 on behalf of the Adrian Development Collaborative, LLC for properties located at 133 N. Winter Street; 155 N. Winter Street, and 205 N. Winter Street located in the City of Adrian. Motion carried.

K. Emergency Telephone District Board – HB 5026 Support Resolution: The Emergency 9-1-1 Service Enabling Act, Michigan Public Act 32 of 1986, MCL §484.1101 et seq., as amended (“Act”), sunsets on December 31, 2021. The enactment of HB 5026 will ensure continued operation and funding of 9-1-1 services.

A resolution in support of HB5026 was submitted for consideration.

Motion by Bolton, seconded by Bales, to recommend adoption of the resolution in support of HB 5026.

L. Domestic Violence Awareness (PRO#2021-08): October is Domestic Violence Awareness Month, representatives are expected to be in attendance of the Board of Commissioners meeting; therefore, no actions are required at this time.

M. Physical Resources Committee/ LDA Vehicle Request: The Physical Resources Committee has reviewed and is recommending approval of a vehicle purchase request from the Lenawee Department on Aging.

Motion by Bolton, seconded by Wittenbach, to recommend approval of the purchase of a 2021 Dodge ProMaster 1500 in an amount not to exceed \$40,000. Motion carried.

N. Campus Projects: Marty provided an update on the status of the old courthouse renovations.

- The glass dome has been installed
- Finishing touches are being made
- Anticipate moving back soon
- The special Board of Commissioners meeting set for October 20th will be held in the Chambers

Commissioners Tillotson commented that considerations for a large turn out will want to be made for the special meeting; and suggested the Chambers may not be the best location.

O. Other Ways & Means Business: There was no other Ways & Means Business.

IV. Consent Agenda

All items addressed today will be placed on the consent agenda for approval tomorrow.

V. Public comment

There was no public comment.

VI. Adjournment

Motion by Bolton, seconded by Collins, to adjourn the meeting at 11:37 a.m. Motion carried.