

PERSONNEL / WAYS & MEANS COMMITTEE

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MEMBERS

Ralph Tillotson, Terry Collins
Committee of the Whole

MEETING LOCATION

Via ZOOM

Minutes: Tuesday, February 9, 2021 – 10:04 a.m.

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

Absent: Commissioners Bolton, and Goetz,

Also Present: Marcia Bohannon, Kim Murphy, Rebecca Borton, Martin Marshall, Scott Holtz, Burke Castleberry, Bob Knoblauch, Jenny Escott, Roxann Holloway, Erin VanDyke, Dmitriy Shapiro (The Daily Telegram), Kevin Pickford, Sheriff Bevier, and Jennifer Ambrose

I. APPROVAL OF MINUTES

Motion by Lapham, seconded by Bales, to approve the minutes of the January 12, 2021, meeting. Motion carried.

II. PERSONNEL BUSINESS

A. Employment Changes: The February report was available.

B. Medical Examiner/Investigator Compensation: Administrator Martin Marshall explained that the Medical Examiner Investigator compensation model was put in place about 7 years ago when MEI's were hired to perform death investigations. Since that time, the duties of the MEI's have developed and their coverage has expanded. The number of deaths investigated by the Medical Examiner's Office has increased over the years and is currently double the number of investigations in 2013. The investigators are not only called out more frequently now, but they communicate with the Medical Examiner on most calls and participate in training and staff discussions regularly.

The proposed change updates the Medical Examiner Investigator compensation to fit the model that is now in place and to be more comparable with the Medical Investigators compensations of Jackson County.

Motion by Stimpson, seconded by Collins, to recommend approval of change to Medical Examiner Investigator compensation to provide for experience and increased caseload and to facilitate training and communication by adoption of the compensation schedule as presented. Motion carried.

C. Other Personnel: There was no other personnel business.

III. WAYS AND MEANS BUSINESS

A. Finance Reports: Administrator Marshall reviewed the finance reports; revenues are at 2%, expenses are at 11% and went on to review the Fund Equity Changes report. Service contracts come early in the year, same is true with MSU services

B. County Clerk – Fee Rate Request: Roxann Holloway, County Clerk, explained that the current divorce kit fee schedule and a request to set the fee at \$50 for couples with or without children. The kits streamline the process and residents have found them to be beneficial. It was emphasized during discussion that court clerks should take care not to offer legal advice on completion of the forms in the kit.

Motion by Lapham, seconded by Collins, to recommend setting the Circuit Court Divorce Kit fees at \$50. Motion carried.

C. Lenawee Transportation Corporation Agreement

1. Operations Contract: Annual contract; Marcia Bohannon was available to answer any questions.

Motion by Collins, seconded by Lapham, to recommend approval of the operations contract between Lenawee County and Lenawee Transportation Corporation (Resolution #2021-02). Motion carried.

2. Rural Areas Programs Project Authorization: Marcia Bohannon, LTC Director, provided a brief explanation of the difference between Lenawee Transportation and Dial-A-Ride.

Motion by Lapham, seconded by Wittenbach, to recommend approval of the Federal Operating Assistance for Lenawee Transportation and to authorize the Board of Commissioners Chair, and County Clerk to execute said project authorization (Resolution #2021-03). Motion carried.

D. PEER Group Agreement: The annual grant agreement with the Michigan Land Survey & Remonumentation to review corners that are to be remonumented under the provisions of the Monumentation & Remonumentation Plan for Lenawee County. The 2021 PEER Group contracts have increased the meeting fee and eliminated the mileage reimbursements.

Motion by Collins, seconded by Wittenbach, to recommend approval of the 2021 PEER Group Contracts and resolution 2021-04 appointing Bartolo, Erickson, Fenicle, Richard, and Warnke to the 2021 PEER Group. Motion carried.

B. Remonumentation, Monumentation & Research: Kevin Pickford, the County Assessor, explained that contracts are made with the Michigan Department of Licensing and Regulatory Affairs Office of Land Survey and Remonumentation for surveying, monumentation, and remonumentation. This is a program that started in the early 1990's, and funding comes from a portion of every property registration.

Motion by Stimpson, seconded by Collins, to recommend approval of the contracts with Bartolo Surveying and Mannik & Smith Group for the purpose of Monumentation, Remonumentation and Research. Motion carried.

- C. Lenawee Department on Aging-MDOT Agreement/Specialized Services:** Marcia Bohannon noted that this covers services such as after-hours special events to in-county recreational activities and as a supplement income for LDA services.

Motion by Lapham, seconded by Wittenbach, to recommend approval of the revised Project Authorization FY2020-2021 Specialized Services Operating Assistance Program (2017-0080/P14/R3) and to authorize the Chair of the Board of Commissioners and County Clerk to execute said project authorization (Resolution #2021-05). Motion carried.

- D. PA 116 Applications** – Ogden Township: Two (2) PA-116 applications have been received for property located within Ogden Township. Both have been reviewed by the County Planning Commission, as well as, the Soil Conservation.

Motion by Stimpson, seconded by Collins, to recommend approval of the PA 116 applications submitted by E. Posner of Ogden Township. Motion carried.

- E. IT Committee:** G2G/CLEMIS Contract IT Services Agreement that is in place between Lenawee County and Oakland County. G2G Cloud Solutions is for online payment services and CLEMIS covers Sheriff Office record services and dispatch. This is a five-year agreement.

Motion by Lapham, seconded by Bales, to recommend approval of the five-year agreement between Lenawee County and Oakland County IT Services for G2G Cloud and CLEMIS services and authorize the Chair to sign the agreement on the County's behalf.

- F. Campus Projects:** Marty provided an update on the old courthouse renovations.

- On outside power
- Installing bathroom tiles
- Chamber floor leveled
- Finishing lumber has arrived and is being installed
- Met with dome artist – and hope to see design concept soon; incorporating some outside designs
- Mechanical infrastructures mostly complete

- G. Other Ways & Means Business:** There was no other business

IV. ADJOURNMENT

Motion by Collins, seconded by Lapham, to adjourn the meeting at 10:54 a.m. Motion carried.