

PERSONNEL / WAYS & MEANS COMMITTEE

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MEMBERS

*Ralph Tillotson, Terry Collins
Committee of the Whole*

MEETING LOCATION

Chambers
301 N. Main Street
Adrian, MI 49221

Minutes: Tuesday, July 12, 2022 – 10:02 a.m.

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

Also Present: Kim Murphy, Shannon Elliott, Captain Pifer, Ed Scheffler, Carolyn Bater, Erin VanDyke, Brittany Kurutz, Roxann Holloway, Kristi Drake, Judge Anna Marie Anzalone, Cari Rebottaro, Kate Daisher, Jarret Nighswander, Bev Ahlers, Matt Turgeon, Gordon Gauss, Kelly Castleberry, Jen Ambrose, Burke Castleberry, Rebecca Borton, and Danielle Fearn

I. Approval of Minutes

Motion by Goetz, seconded by Wittenbach, to approve the minutes of the June 7, 2022, meeting. Motion carried.

II. Personnel Business

A. Employment Changes: Personnel changes were available for review.

B. Department on Aging: Cari Rebottaro reviewed a request to change the Case Manager-MMAP position from part time to full time.

Motion by Bolton, seconded by Geotz, to recommend approval of the personnel request to change the Case Manager-MMAP position from Part Time to Full Time. Motion carried.

C. Courts Pretrial Services: Circuit Court Administrator Kristi Drake and Chief Judge Anzalone reviewed a request for a new Pretrial Services Coordinator position.

Motion by Collins, seconded by Bolton, to recommend approval of the Circuit Court request for a new Pretrial Services Coordinator position as presented. Motion carried.

D. Other Personnel Business: There was no other personnel business.

III. Ways and Means Business

A. Finance Reports: Administrator Murphy reviewed points of interest in the financial report. Benchmark is 50% Revenue is similar to last year at this time, while expenses are slightly higher.

The General Fund balance is approximately 2.6 million. Kim identified several funds that are currently showing a deficit while pending grant reimbursements.

Motion by Stimpson, seconded by Goetz, to accept the finance reports and place on file. Motion carried.

- B. Lenawee Public Transportation:** Kate Daisher reviewed proposed Articles of Incorporation for a Lenawee Public Transportation Authority and the benefits that will be realized with a new system.

The question of board membership was raised; which are not included in the Articles of Incorporation. The current Lenawee Transportation Corporation board will serve as the new board until bylaws are approved.

Motion by Stimpson, seconded by Goetz, to recommend approval of the Resolution Adopting Articles of Incorporation of the Lenawee Public Transportation Authority. Motion carried.

Wage and Compensation Study: Michigan Association of Counties has a program called CoPro+ which operates like the State of Michigan's MiDeal program. This program creates a preferred vendors list for various services saving municipalities time and money in vetting vendors themselves. Livingston County has worked with MAC and determined a vendor for wage and compensation studies. As a result of their due-diligence, MGT Consulting has been recommended.

MGT Consulting will prepare a classification and compensation study for all 350 job titles, including a benefits comparative review and job description update for both union and non-union positions.

Motion by Stimpson, seconded by Bolton, to recommend to the Board of Commissioners to move forward with the proposal with MGT Consulting Group in the amount of \$127,290 for a Classification and Compensation Study with funding to come from contingency. Following discussion, motion carried.

- C. Committee Referrals/Recommendations:** There were no committee recommendations/referrals.

D. Other Ways & Means Business

ARPA: Kim announced that a special Board of Commissioners meeting has been set for Wednesday at 6:00 p.m. Commissioners were reminded to provide their top three priorities to the Administrator's Office. The initial meeting will be to present information on the allowable and not allowable allocations, priorities for spending, and a scoring matrix.

A second meeting has been set for July 27, 2022 at 6:00 pm.

E. Consent Agenda: All items today will be placed on the consent agenda for approval by the Board of Commissioners at tomorrow's meeting.

F. Public comment: There was no public comment.

G. Adjournment

Motion by Bolton, seconded by Bales, to adjourn the meeting at 10:40 a.m. Motion carried.