

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
Ryan L. Wood
Clerk of the Board
Diane Zuker

VIA TELEPHONIC CONFERENCE **PER STATE EXECUTIVE ORDER NO. 2020-15 CONCERNING OMA & COVID-19**

DATE 03/31/2020

The Clinton County Board of Commissioners met on Tuesday, March 31, 2020 at 9:02 a.m. via telephonic conference with Chairperson Kam Washburn presiding.

Chairperson Washburn outlined the procedures that will be followed during the meeting.

- 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. Those speaking were asked to identify themselves before speaking.
- Roll call votes will be taken. Any formal roll call votes required on motions will be specifically identified in the minutes.
- When the Board proceeds to Closed Session, a separate telephonic conference call will be initiated.

MOMENT OF SILENCE AND
PLEDGE OF ALLEGIANCE

Chairperson Washburn called for a moment of silence. Commissioner Stacey led the pledge of allegiance to the flag of the United States of America.

ROLL CALL

Roll was called and a quorum reported. Present were Commissioners Kam Washburn, David Pohl, Bruce DeLong, Kenneth B. Mitchell, Robert Showers, Dwight Washington and Adam Stacey.

COUNTY PERSONNEL

Ryan Wood, Doug Riley, Deb Sutherland, Penny Goerge, Jerry Jaloszynski and Craig Longnecker.

VISITORS

MaLissa Schutt and Marcus Cheatham.

AGENDA

The agenda was amended to include the following:

- Marcus Cheatham, Director of Mid-Michigan District Health Department – COVID-19 update
- Reaffirm and extend Clinton County Declaration for a Local “State of Emergency”
- Closed Session for purposes of discussing property acquisition

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

APPROVAL OF MINUTES

The following minutes were presented for review and approval:

- February 25, 2020 Board Meeting
- February 25, 2020 Board Meeting Closed Session
- March 16, 2020 Special Board Meeting
- March 26, 2020 Ways & Means Committee Meeting Closed Session

BOARD ACTION: Commissioner Showers moved, seconded by Commissioner Pohl to approve the February 25, 2020 Board meeting minutes as printed. Motion carried.

BOARD ACTION: Commissioner DeLong moved, seconded by Commissioner Stacey to approve the February 25, 2020 Board meeting closed session minutes as printed. Motion carried.

BOARD ACTION: Commissioner Mitchell moved, seconded by Commissioner Stacey to approve the March 16, 2020 Special Board meeting minutes as printed. Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Washington to approve the March 26, 2020 closed session Ways and Means Committee meeting minutes as printed. Motion carried.

COMMUNICATIONS

The following communications were received:

1. Houghton County Resolution regarding Emergency Management and Safe Schools
2. Kalkaska County Resolution opposing Governor Whitmer's Road Bond Debt
3. Grand Traverse County Resolution supporting HB 5330 and SB 730 regarding Tax Increment Financing Plans
4. Charlevoix County Resolution to Declare Charlevoix County to be a Second Amendment Sanctuary County
5. Charlevoix County Resolution – Declaration of Charlevoix County as Constitutional Sanctuary
6. Hillsdale County Resolution regarding Second Amendment
7. Huron County Resolution supporting the Second Amendment
8. Lake County Resolution to Declare Lake County as Second Amendment Sanctuary County
9. Mecosta County Resolution affirming Board's support of Constitutional Rights
10. Menominee County Resolution to declare Menominee County as Second Amendment Sanctuary County
11. Monroe County Resolution to Declaring its support for Second Amendment
12. Wexford County Resolution Declaring Wexford County as Second Amendment Sanctuary County
13. Cheboygan County Resolution supporting passage of Legislation to Adopt 4-Year Terms for County Commissioners

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Washington to acknowledge receipt of the communications. Discussion followed regarding the Grand Traverse County Resolution supporting HB 5330 and SB 730 regarding Tax Increment Financing Plans. Commissioner Stacey will obtain more information on the status of these bills and follow up at a future Ways and Means Committee meeting. Motion carried.

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT COVID-19 UPDATE

Chairperson Washburn introduced Marcus Cheatham, Director of the Mid-Michigan District Health Department (MMDHD) to provide an update regarding COVID-19.

- Director Cheatham stated that currently the number of cases in Clinton County is at 23; the rate of COVID-19 infection is .03% of the Clinton County population; this is very concerning, in addition to the increase in cases we are seeing each day;
- Health Department is contacting individuals to determine where they got the virus and who it might have spread to; it is like fighting a forest fire;
- We are at the point where there is community transmission of the virus; there are many cases not yet diagnosed;

- Health Department has doubled the communicable diseases staff with others trained and ready to assist with outbreak management; also have a large number of volunteers, including former health department employees, medical students, etc. ready to help in this crisis;
- Health Department is currently working on data analysis; however there are some hurdles they need to work through and overcome; GIS vendor is in the process creating the capability to map COVID-19 cases; in the meantime, staff is gathering data as best they can;
- There are clusters of the illness in Dewitt, Bath and St. Johns, however there are cases throughout Clinton County; right now, there is particular concern in the DeWitt area, as there seems to be elevated cases;
- Attempting to ascertain if there are any connections between the cases; some cases include married couples; study abroad students who recently returned to the state and infected others at the beginning of the outbreak; others who have been infected in a health care setting, etc.; as of right now there does not appear to be any cases of infection that are a result of a large event such as a wedding, funeral, etc.; MMDHD is continuing to review the data at this time;
- Community transmission is happening; people have not gotten the message of the importance of following the guidelines; public education is critical;
- There may be some discrepancies reported in the number of cases between the county and the state due to the time of the day in which the data is pulled;
- As of today, there have been no deaths reported in Clinton County.

Chairperson Washburn called for questions by the Board members:

- Commissioner Mitchell expressed his appreciation to Director Cheatham for providing information specific to areas of the county; however Commissioner Mitchell is requesting that the additional detailed information be shared by the Health Department in order to help provide public safety and education within each of the Commissioner districts. Marcus Cheatham responded stating that they have been somewhat cautious about sharing certain details as it could lead to HIPPA violations; however with the numbers they now have available, they working on providing more information; he has staff that is not specifically trained in these areas pulling the information together; in the meantime, the message to the community needs to be that Clinton County has a problem; it appears we have an outbreak of the virus;
- Commissioner Pohl:
 - Encouraged the use of the county website as an opportunity to get information out to the public;
 - Inquired as to the ability to test randomly. Director Cheatham noted that individuals are highly encouraged to call the main number listed on the Sparrow website to determine eligibility for testing; mild symptom cases may not be tested; individuals with more severe symptoms will be directed for testing; eventually there may be more drive thru testing sites available.
- Commissioner Showers:
 - Asked Director Cheatham if he could identify the number of possible cases we could potentially see in Clinton County as a result of this pandemic. Director Cheatham responded, noting that the health care systems are being overwhelmed right now in Michigan; we need to work towards getting everyone to shelter in place; Director Cheatham will get back to the Board with additional information in this regard.
 - Inquired regarding the theories being discussed in the media that everyone should be tested. Director Cheatham stated only those who are very ill are being tested; need to have symptoms before being tested; testing the entire population to separate the infected population from the uninfected population is not going to be effective

- o at this point because the tests are useless if a person does not have symptoms, thus the reason why people are being asked stay home.
- o Asked how to respond to individuals who are struggling with the dilemma of whether or not they should go to the grocery store. Director Cheatham discouraged going to any place where people might be congregating and suggested people use grocery delivery, shipping or pick up services as an alternative to going to the store.
- Commissioner Stacey clarified that if and when we have a fatality as a result of COVID-19 in Clinton County, the death will be reported on an individual's place of residence and not the location of their death.
- Commissioner Washington:
 - o Expressed his appreciation for the leadership of the Health Department on COVID-19;
 - o Spoke briefly about outreach, education, social distancing, hygiene and quarantining of individuals when necessary;
 - o Inquired as to whether we know if the infected persons in Clinton County are hospitalized or quarantined at home. Director Cheatham noted some of our cases are currently hospitalized with severe illness; there is a lot of controversy and debate on when someone is completely cleared of the virus; most of the Clinton County cases appear to be in larger communities right now; Health Department is working to determine the number of various situations in an effort to find patterns to help with local intervention;
 - o Asked if the Health Department has use for masks being made by volunteers. Director Cheatham stated that there are various health care settings that can utilize the masks, however the Health Department does not provide direct contact services and therefore they do not have a need for them.

In closing, Chairperson Washburn noted there are certainly a number of concerns among individuals in the community. He expressed his appreciation for the opportunity to communicate with the Health Department on a regular basis and receive updates on COVID-19.

REAFFIRM AND EXTEND CLINTON COUNTY DECLARATION FOR A LOCAL "STATE OF EMERGENCY"

Chairperson Washburn introduced discussion regarding extending the Declaration for a Local "State of Emergency" within Clinton County for a period of 30 days.

BOARD ACTION: Commissioner Mitchell moved, seconded by Commissioner DeLong to reaffirm and extend the Declaration for a Local "State of Emergency" for Clinton County for a period of 30 days. Voting on the motion by roll call vote, those voting aye were Showers, Washington, Stacey, Pohl, Mitchell, DeLong and Washburn. Seven ayes, zero nays. Motion carried. (Also see pages 8 & 13 of minutes) (INSERT DECLARATION)

ADMINISTRATOR'S REPORT

Ryan Wood, County Administrator provided the following information:

- The county is currently focused on the crisis at hand;
- The County Health Insurance Coordinator has provided information to all County employees regarding an assistance program being made available to employees and their families through Sparrow Occupational Health during this difficult time to help in dealing with challenges they may be facing;

Craig Longnecker, Deputy Administrator provided the following update:

- In terms of finance, the county bills are being paid and payroll is ongoing; we are continuing to take care of these items; he will provide a financial report update at a future meeting.

PUBLIC HEARING
MICHIGAN NATURAL
RESOURCES TRUST FUND
GRANT APPLICATION

Chairperson Washburn called for a motion to open the public hearing for the purpose of receiving public comment on the submission of a Michigan Natural Resources Trust Acquisition Grant application for the acquisition of 67.32 acres of land located on Pratt Road for the development of a regional outdoor recreational area in Riley Township.

BOARD ACTION: Commissioner Washington moved, seconded by Commissioner Pohl to open the public hearing. Voting on the motion by roll call vote were Stacey, Washington, Showers, Mitchell, Pohl, DeLong and Washburn. Seven ayes, zero nays. Motion carried.

Chairperson Washburn reported that we received the following communications on this matter:

- Bernie Simon, Property Owner of the parcel being considered, submitted a letter confirming his continued interest and support of Clinton County's efforts to purchase his Pratt Road property;
- Letter from Riley Township expressing their support of Clinton County's efforts to obtain a Michigan Natural Resources Trust Fund grant for the acquisition of the Pratt Road property for the development of a county park.

Jerry Jaloszynski, Parks and Greenspace Coordinator reported that the county has been working towards obtaining property on the south end of the county for a number of years to serve the residents in the area. We currently have two fine County Parks. Mr. Jaloszynski noted that additional letters of support were received from DeWitt Township, Clinton County Conservation District and Clinton County Regional Education Service Agency (RESA). He stated that as we move forward, the long term design and service capacity is expected to be very similar to the Francis Motz County Park, a state of the art park with beach, fishing, etc. already developed on the North end of the County, which is able to accommodate approximately 280-300 visitors at a time. The Pratt Road property fits in very well within the county.

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

Chairperson Washburn called for public comments. Chairperson Washburn advised the public in attendance via telephonic conference to unmute their phone and identify themselves for the record before speaking. There were no public comments.

Jerry expressed his appreciation for the opportunity to apply for this grant on behalf of Clinton County.

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner DeLong to close the public hearing. Voting on the motion by roll call vote, those voting aye were Mitchell, DeLong, Washington, Showers, Pohl, Stacey and Washburn. Seven ayes, zero nays. Motion carried.

RESOLUTION 2020-5
AUTHORIZING MICHIGAN
NATURAL RESOURCES
TRUST FUND GRANT
APPLICATION FOR COUNTY
PARK PROPERTY IN RILEY
TOWNSHIP

BOARD ACTION: Commissioner Washington moved, seconded by Commissioner Showers to approve the Resolution authorizing the submission of a Michigan Natural Resources Trust Fund Acquisition Grant Application titled "Pratt Road Property Acquisition" in Riley Township. Voting on the motion by roll call vote, those voting aye were Mitchell, Pohl, Showers, DeLong, Stacey, Washington and Washburn. Seven ayes, zero nays. Motion carried. (INSERT RESOLUTION)

ZONING

Commissioner Adam Stacey presented the following zoning matter:

PC-02-20 MA
CHANGE OF ZONE/MAP
AMENDMENT
OR 157-20
GERALD SPITZLEY
A-2 GENERAL
AGRICULTURE TO A-3
AGRICULTURE
RESIDENTIAL TRANSITION
DISTRICT
SECTION 10
WESTPHALIA TOWNSHIP

PC-02-20 MA Petition for Change of Zone/Map Amendment OR 157-20 submitted by Gerald Spitzley to rezone approximately twenty-three (23) acres from A-2, General Agriculture District to A-3, Agriculture/Residential Transition District, on vacant property located on West Price Road (East of Hinman Road/West of Tallman Road), Section 10, Westphalia Township.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Pohl to concur with the recommendation of the Planning Commission to approve the Change of Zone/Map Amendment submitted by Gerald Spitzley.

Chairperson Washburn called for comments and/or questions. Chairperson Washburn advised the public in attendance via telephonic conference to unmute their phone and identify themselves for the record before speaking. There were no public comments.

Voting on the motion by roll call vote, those voting aye were Mitchell, DeLong, Washington, Showers, Pohl, Stacey 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 Stacey moved, seconded by Commissioner DeLong 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 26, 2020.

ATTENDANCE AT
COMMITTEE MEETING

Members Present

Adam Stacey, W&M Committee Chairperson
Dwight Washington
Bruce DeLong
Ken Mitchell
David Pohl
Robert Showers
Kam Washburn, Ex-Officio Member

Present

Ryan Wood
Craig Longnecker
Penny Goerge
Doug Riley
Craig Thelen
Diane Zuker
Tom Helms
Rob Wooten

Others Present

MaLissa Schutt and Gail Watkins, Clinton Area Transit System (CATS)
Brent Titus and Chuck Barbieri, Foster Swift Collins & Smith PC

CALL TO ORDER/APPROVAL
OF AGENDA

1. Ways and Means Committee Chairperson Stacey called the meeting to order at 9:36 a.m.

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

CLINTON AREA TRANSIT
SYSTEM REQUEST FOR
SUPPORT OF MILLAGE
RENEWAL PROPOSAL

2. Ways and Means Committee Chairperson Stacey introduced MaLissa Schutt, General Manager and Gail Watkins, Board Chairperson of the Clinton Area Transit System (CATS) Board to discuss a millage renewal proposal of the Clinton Area Transit System.
 - In September 2021, CATS “The Blue Bus” will be celebrating twenty years of providing public transportation services for residents of Clinton County; it was noted that CATS started with vehicles donated by the community and volunteer drivers providing the rides;
 - In 2013, with decreasing state and federal funding but increasing needs, local funding became necessary to continue to meet the mobility needs in Clinton County; therefore CATS placed a millage proposal on the ballot of .20 mill for four years; 70% of the residents voted yes to support essential public transportation services in Clinton County and in 2016, 76% of the residents continued their support;
 - Ms. Schutt emphasized that although much has changed over the years with CATS, one facet remains true and that is that the “Blue Bus” is an essential service in keeping people connected in Clinton County; the mobility needs will continue to increase with our aging community and we must continue to respond proactively with services that will meet the needs;
 - Ms. Schutt detailed a strategic plan with an emphasis on improving their community awareness and presence, updating technology capabilities, expanding services and changing the culture of the agency in order to become an Employer of Choice in Clinton County; it is believed that they must offer competitive wages and benefits to attract quality employees thus giving Clinton County residents long term employment opportunities;
 - CATS is asking for the Board’s support to put a millage proposal on the August 4th ballot to levy annually an amount not to exceed .6996 mill, of which .1996 mill is a renewal of the millage rate that expires in 2020 and .5000 mill is new additional millage, against all taxable property within the CATS limits (the jurisdictional limits of Clinton County except for the area in the jurisdictional limits of the City of East Lansing) for a period of six (6) years, 2021 to 2026, inclusive, for the purpose of providing funds for all public transportation authority purposes permitted by law, including all capital and operating expenses and providing transportation services to all individuals within the CATS limits, including seniors and persons with disabilities;
 - The estimate of the revenue the CATS will collect if the millage is approved and levied by the CATS in the first year (2021) is approximately \$1,960,000;
 - Brief discussion followed and Ms. Schutt and Mr. Watkins answered questions from the members regarding the proposed ballot proposal;
 - Commissioner Stacey asked Ms. Schutt and Mr. Watkins to forward him more details and clarification on what these projections will produce; he wishes to receive more hard numbers.

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner DeLong, to **recommend** authorizing a millage proposal on the ballot for the State Primary Election on August 4, 2020 to levy annually an amount not to exceed .6996 mill (of which .1996 mill is a renewal of the millage rate that expires in 2020 and .5000 mill is new additional millage) against all taxable property within the Clinton Area Transit System’s limits for a period of six (6) years, 2021 to 2026, inclusive, for the purpose of providing funds for all public transportation authority purposes permitted by law. Motion carried. Commissioner Stacey voted no.

BOARD ACTION: Commissioner Showers moved, seconded by

Commissioner DeLong to acknowledge receipt of Clinton Area Transit Board's Resolution to place a millage before the voters on August 4, 2020 to renew a .1996 Headlee rollback operating millage and request an additional .5000 mills for expanded operation of the transit authority. Voting on the motion by roll call vote, those voting aye were Pohl, Showers, DeLong, Mitchell, Washington and Washburn. Commissioner Stacey voted no. Six ayes, one nay. Motion carried. (INSERT BALLOT LANGUAGE SUBMITTED BY CLINTON AREA TRANSIT SYSTEM BOARD)

RESOLUTION AUTHORIZING
SUBMISSION OF MICHIGAN
NATURAL RESOURCES
TRUST FUND ACQUISITION
GRANT APPLICATION

3. Ways and Means Chairperson Stacey introduced discussion regarding a resolution authorizing submission of a Michigan Natural Resources Trust Fund Acquisition Grant Application.
- The Clinton County Parks and Green Space Commission has prepared a Michigan Natural Resources Trust Fund Grant application titled "Pratt Road Property Acquisition" to cost-share the purchase of 67.32 acres located in Riley Township;
 - Following the purchase, Clinton County will develop and manage the property as a regional outdoor recreational area;
 - The proposed acquisition is supported by the Clinton County Park, Recreation and Open Space Plan (2020-2024);
 - Clinton County Parks and Green Space Commission is asking for board approval to submit the Michigan Natural Resources Trust Fund Grant Application for the amount of \$615,700; upon approval of the grant application the Board would commit to make available its financial obligation amount of \$264,000 representing 30% of a total \$879,700 project cost, during fiscal year 2021.

COMMITTEE RECOMMENDATION: Commissioner Washington moved, seconded by Commissioner Showers, to **recommend** approving the resolution authorizing submission of a Michigan Natural Resources Trust Fund Acquisition Grant Application. Motion carried. (See page 5 of minutes for Board Action adopting Resolution)

DECLARATION OF LOCAL
"STATE OF EMERGENCY"
EXTENDED

4. Ways and Means Chairperson Stacey introduced Tom Helms, Emergency Services Director and Rob Wooten, Deputy Emergency Manager/Director of Facilities and Project Management to discuss Clinton County's response to COVID-19.
- The Emergency Operations Center remains in partial activation/virtual mode; they will likely continue working virtually in the Emergency Operation Center (EOC) until further notice or with minimal staff physically present as needed;
 - The EOC continues to meet virtually with the County Administration Team every weekday to conduct briefings and discuss our county/courthouse operations;
 - The EOC has also been working closely with the Mid-Michigan District Health Department (MMDHD) and the State Operations Center;
 - It was noted that the County has been putting in resource requests and we are starting to see resources hit the ground; these items will be distributed appropriately to the local agencies;
 - Administrator Wood asked that as a result of the ongoing threat of this global COVID-19 pandemic and the impacts, the members approve an extension of the Declaration for a local "state of emergency" in order to deal with compensation as directed by Administration.

COMMITTEE ACTION: Commissioner DeLong moved, seconded by Commissioner Mitchell to **recommend** approving the extension of the Declaration for a Local "State of Emergency" for Clinton County and handle employee compensation as directed by Administration. Motion carried. (See Pages 4 & 13 for Board Action related to State of Emergency and continuation of employee compensation)

SHERIFF'S OFFICE ITEMS:

5. Sheriff's Office:

FOIA APPEAL FROM
LANSING STATE JOURNAL
DENIED

- A. **FOIA Appeal:** Ways and Means Chairperson Stacey introduced discussion regarding a Freedom of Information Act (FOIA) appeal.
- Administrator Wood informed the members that Clinton County received a FOIA appeal from the Lansing State Journal for the denial of their FOIA request for a historical jail roster;
 - The FOIA request was denied on March 2nd (with the assistance of the county's legal counsel) because the requested records are exempt from disclosure due to invasion of the individuals' privacy.

BOARD ACTION: Commissioner Washington moved, seconded by Commissioner Pohl, to **recommend** denying the appeal, as described more fully in a response letter that shall be prepared by legal counsel and finally approved by the County Administrator and County Sheriff. Motion carried.

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

PRISONER RAPE
ELIMINATION ACT (PREA)
CERTIFICATION
INSPECTION

- B. **PREA Update:** Ways and Means Chairperson Stacey introduced discussion regarding the Prisoner Rape Elimination Act (PREA) Certification Inspection.
- In September the Sheriff's Office had a meeting with the Michigan Department of Corrections and was informed that in order for us to continue housing inmates for the MDOC we would have to pass a PREA inspection by December 2020;
 - For many years we have had policies and procedures in place that are PREA compliant, however we have never been advised that a PREA inspection was required (county jails are actually exempt from PREA requirements); the reason that we are required to have the PREA inspection/certification now is because we house MDOC IDRPs prisoners;
 - The Sheriff's Office has reached out to officials with PREA and obtained a list of certified PREA inspectors for the mandated inspection; only those identified can be used for the inspection;
 - The price of the inspection is based on jail population and the cost to us is \$7,000 regardless of which inspector we select; upon successfully completing the inspection the certification is valid for three (3) years;
 - It was noted that so far in 2020 we have generated approximately \$32,000 in revenue via the IDRPs program from the State; in 2019 total revenue from the IDRPs program was \$301,070.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Washington, to **recommend** authorizing up to \$7,000 for a PREA inspection in accordance with the MDOC IDRPs requirements. Motion carried.

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

2020 AERIAL
PHOTOGRAPHY PROJECT

6. Ways and Means Chairperson Stacey introduced Craig Thelen, MIS Director, to discuss the 2020 Aerial Photography Project.
 - The County participates with the Tri-County region every five years to complete an aerial photography project; Tri-County represents Clinton, Eaton and Ingham Counties;
 - If authorized, the flyover will begin in the spring of 2020 and the photos will be delivered this fall;
 - The Central Dispatch Department, Sheriff’s Office, Drain Commissioner’s Office, Equalization, GIS, local townships and cities all rely on these up-to-date photos and have been notified of the upcoming flyover;
 - Photos will be accessible by the public from Clinton County’s web site;
 - The cost of the flyover will be \$42,987 payable to Tri-County;
 - It was noted the State of Michigan has agreed to purchase the photos for \$14,242 (\$24.45 per square mile).

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Pohl, to **recommend** authorizing up to \$50,000 for the 2020 aerial photography project, as outlined and approved in the capital improvements section of the 2020 budget. Motion carried.

BOARD ACTION: Commissioner Showers moved, seconded by Commissioner Pohl to concur with the committee recommendation. Voting the motion by roll call vote, those voting aye were Mitchell, DeLong, Washington, Showers, Pohl, Stacey and Washburn. Seven ayes, zero nays. Motion carried.

EQUALIZATION
CONTRACTS

7. Ways and Means Committee Chairperson Stacey introduced discussion regarding equalization contracts.
 - Deputy Administrator Longnecker discussed the contractual services that are required to assist in the equalization process;
 - Michigan Equalization Services will assist with the commercial/industrial study and also provide oversight during the current transition process;
 - Complete Appraisal Services will perform the agricultural study.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, seconded by Commissioner Showers, to **recommend** authorizing the following equalization contracts:

Michigan Equalization Services:	
Commercial/Industrial Appraisal Study	\$20,000
Equalization Oversight/Transition	\$24,300
Complete Appraisal Services:	
Agricultural Study	\$14,640

Motion carried.

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner Showers to concur with the committee recommendation. Voting on the motion by roll call vote, those voting aye were Stacey, Pohl, Showers, DeLong, Mitchell and Washington. Commissioner Washburn abstained. Six ayes, zero nays, one abstention. Motion carried.

AGREEMENT WITH ST. JOHNS MINT FESTIVAL STEERING COMMITTEE TO USE THE COUNTY FAIRGROUNDS FOR MINT FESTIVAL

8. Ways and Means Committee Chairperson Stacey introduced discussion regarding a request from the St. Johns Mint Festival Steering Committee to use the County Fairgrounds.
- The St. Johns Mint Festival Steering Committee is requesting to use the County Fairgrounds beginning Tuesday, August 11 through Tuesday, August 18, 2020;
 - The County has a standard agreement for their utilization; in this agreement the Mint Festival is responsible for paying \$1,600 for utility costs at the Fairgrounds resulting from their utilization;
 - Maintenance Director Wooten will work with the Steering Committee throughout the Festival; he has reviewed the request and is comfortable with continuing this relationship.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Pohl, to **recommend** authorizing Administration to execute an agreement with the St. Johns Mint Festival Steering Committee to use the County Fairgrounds beginning Tuesday, August 11 through Tuesday, August 18, 2020. Motion carried.

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

2021 BUDGET CALENDAR

9. Ways and Means Committee Chairperson Stacey introduced discussion regarding the 2021 Budget Calendar.

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Mitchell, to **recommend** the adoption of the 2021 Budget Calendar. Motion carried.

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

RESOLUTION 2020-6 AUTHORIZING CONTRACT WITH CAPITAL AREA UNITED WAY TO ACT AS FIDUCIARY FOR 2020 CENSUS FUNDING

10. Ways and Means Committee Chairperson Stacey introduced Doug Riley, Community Development Director, to discuss the census grant resolution.
- Director Riley notified the members that preparations for the 2020 Census are underway and certain areas in Michigan have been identified as having significant hard-to-count populations;
 - Since Clinton County has been identified as one of those "hard-to-count" areas, funding has been made available through the Be Counted 2020 Census Campaign and Census 2020 Rapid Response Grants;
 - The Capital Area United way has been identified as the agency best positioned to utilize these grant funds to assist in reaching these important populations;
 - The Board is being asked to authorize (by form of resolution) the acceptance of grant funds from the Michigan Municipal League Be Counted 2020 Census Campaign and National League of Cities Census 2020 Rapid Response Grants;
 - Director Riley notified the members that Clinton County has already been approved to receive \$20,000 from these grants and there are no required matching funds;
 - The proposed resolution authorizes a contract between Clinton County (fiduciary) and the Capital Area United Way to act as our fiduciary and provide resources such as digital media, print materials, neighborhood outreach events, tablets for canvassers and translators.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved,

seconded by Commissioner Pohl, to **recommend** approving a resolution to authorize a contract with Capital Area United Way to act as a fiduciary for 2020 census funding. Motion carried.

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

PLANNING UPDATE

11. Ways and Means Committee Chairperson Stacey introduced Doug Riley, Community Development Director, to provide a planning update.
- PC-02-20 MA Petition for Change of Zone/Map Amendment OR 157-20 (Public Hearing); Planning Commission recommends approval. No action taken.

APRIL COMMITTEE MEETING CALENDAR

12. Ways and Means Committee Chairperson Stacey introduced discussion regarding the April 2020 Open Meetings and Events Calendar.
- The Planning Commission, Zoning Board of Appeals and Parks and Green Space Commission meetings are canceled for April.

COMMITTEE RECOMMENDATION: Commissioner Washington moved, seconded by Commissioner Mitchell, to **recommend** the approval of the April 2020 Open Meetings and Events Calendar as amended. Motion carried.

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

ACCOUNTS PAYABLE INVOICES PAID

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

COMMITTEE ACTION: Commissioner Showers moved, seconded by Commissioner Washington, to approve the invoices paid from February 8 through March 6, 2020 in the amount of \$834,164.69. Motion carried.

CLOSED SESSION TO DISCUSS PROPERTY ACQUISITION

14. Ways and Means Committee Chairperson Stacey requested a motion to proceed to closed session for the purpose of discussing property acquisition.

COMMITTEE ACTION: Commissioner DeLong moved, seconded by Commissioner Mitchell, to proceed to closed session for the purpose of discussing the acquisition of property. Voting on the motion by roll call vote, those voting aye were Pohl, Showers, DeLong, Mitchell, Washington and Stacey. Six ayes, zero nays. Motion carried.

COMMITTEE ACTION: Commissioner Washington moved, seconded by Commissioner Pohl, to return to open session. Voting on the motion by roll call vote, those voting aye were Showers, Washington, Pohl, Mitchell, DeLong and Stacey. Six ayes, zero nays. Motion carried.

PUBLIC COMMENTS

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

COMMISSIONERS' COMMENTS

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

ADMINISTRATOR'S
COMMENTS

17. Ways and Means Committee Chairperson Stacey requested comments from Ryan Wood, County Administrator and Craig Longnecker, Deputy Administrator.
 - Deputy Administrator Longnecker briefly discussed COVID-19 and its impact on county revenues; while it is too early to establish trends it is important to anticipate shortfalls; at this time Administration is only recommending capital expenditures that are essential to immediate operations; next month's quarterly budget update will provide an opportunity for a more in depth discussion and the recommendation of any adjustments that may be needed;
 - Administrator Wood notified the members that our audit has been completed and Clinton County is as well positioned as anybody to deal with the financial impacts of COVID-19;
 - Administration continues to work with Motorola and the County's financial advisor to push forward the project for the central dispatch radio system.

No action taken.

**HUMAN RESOURCES
COMMITTEE MEETING**

Commissioner Pohl, Chairperson of the Human Resources Committee reported on a meeting held March 26, 2020.

CONTINUATION OF
EMPLOYEE
COMPENSATION DURING
EXTENDED DECLARATION
FOR LOCAL "STATE OF
EMERGENCY"

Commissioner Pohl introduced discussion in follow up to the action taken during the Ways and Means Committee meeting on March 26th and by the Board today to extend the County's Declaration of Local "State of Emergency". Along with extending the Declaration, it is the desire of the Board to continue to compensate employees.

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner Stacey to authorize the continuation of employee compensation as directed by Administration during the extended Declaration for Local "State of Emergency" adopted today. Motion carried. (Also see pages 4 & 8 of minutes)

ATTENDANCE AT
COMMITTEE MEETING

Members Present

David Pohl, HR Committee Chairperson
Dwight Washington
Adam Stacey
Ken Mitchell
Bruce DeLong
Robert Showers
Kam Washburn, Ex-Officio Member

Staff Present

Ryan Wood
Craig Longnecker
Penny Goerge
Craig Thelen
Diane Zuker

CALL TO ORDER/APPROVAL
OF AGENDA

1. Human Resources Committee Chairperson Pohl called the meeting to order at 9:01 a.m.

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

MEDICAL PLAN DESIGN
AND EMPLOYEE COST
SHARE

2. Human Resources Committee Chairperson Pohl introduced discussion regarding 2020-2021 healthcare benefits.
 - The County utilizes a committee (Health Alliance) to make health insurance recommendations to the Board of Commissioners; the Alliance consists of representatives from each collective bargaining unit, elected officials and non-union employees;
 - The Health Alliance held three different meetings to discuss 2020-2021 health care benefits and recommends the following changes for the 2020-2021 plan year:

Medical Plan Design

- Increase deductible from \$3000/\$6000 to \$5000/\$10,000; the deductible will remain fully reimbursed through the County’s medical reimbursement program; with this change the overall increase for the upcoming plan year will be 9%.

Employee Cost Share

- Increase employee cost sharing:

Plan	Monthly Cost Share	
	Current	2020 - 2021 Plan Year
Single	\$63.24	\$80.64
2 Person	\$134.40	\$175.81
Family	\$165.86	\$212.32

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, seconded by Commissioner DeLong, to **recommend** authorizing the medical plan design change and increase employee cost share as recommended by the Health Alliance for the 2020-2021 plan year. Motion carried.

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

COMMITTEE/COMMISSION
APPOINTMENTS

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

APPOINTMENT OF WILLIS
HEISEY TO PLANNING
COMMISSION

COMMITTEE RECOMMENDATION: Commissioner DeLong, moved, seconded by Commissioner Washington, to **recommend** reappointing Willis Heisey to the Planning Commission for three (3) year term expiring May 1, 2023. Motion carried.

BOARD ACTION: Commissioner DeLong moved, seconded by Commissioner Washington to concur with the committee recommendation to reappoint Willis Heisey to the Planning Commission. Commissioner DeLong called for further nominations. None were offered. Motion carried.

APPOINTMENT OF MARK
SIMON TO PLANNING
COMMISSION

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Washington, to **recommend** reappointing Mark Simon to the Planning Commission for three (3) year term expiring May 1, 2023. Motion carried.

BOARD ACTION: Commissioner DeLong moved, seconded by Commissioner Washington to concur with the committee recommendation to reappoint Mark Simon to the Planning Commission. Commissioner DeLong called for further nominations. None were offered. Motion carried.

APPOINTMENT OF DWIGHT WASHINGTON TO COMMUNITY MENTAL HEALTH BOARD

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, seconded by Commissioner DeLong, to **recommend** appointing Commissioner Dwight Washington as the Board Representative to the Community Mental Health Board effective April 1, 2020 in accordance to Article 3 of the CMH Authority Bylaws. Motion carried.

BOARD ACTION: Commissioner Mitchell moved, seconded by Commissioner DeLong to concur with the committee recommendation to appoint Dwight Washington to the Community Mental Health Board. Commissioner DeLong called for further nominations. None were offered. Motion carried.

PUBLIC COMMENTS

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

COMMISSIONERS' COMMENTS

5. Human Resources Committee Chairperson Pohl requested Commissioners' comments.
- Chairperson Washburn:
 - Provided an update on behalf of the Capital Region Airport Authority noting that there has been a significant increase in cargo being shipped in and out of the airport;
 - Emphasized that all economic development boards and activities that the County is involved in are going to be **vitaly** important as we move forward;
 - Commended the County's emergency operation team for their swift response to COVID-19;
 - Commissioner DeLong provided an update on behalf of Clinton Area Transit System and the Mid-Michigan District Health Department;
 - Commissioner Mitchell provided a status update on the opioid litigation lawsuit;
 - Commissioner Showers provided updates on the activities of the Capitol Council of Governments (CAPCOG), Lansing Economic Area Partnership (LEAP), Capital Area Michigan Works and the Tri-County Regional Planning Commission;
 - Commissioner Washington provided updates on behalf of the Tri-County Office on Aging, Community Mental Health and Mid-Michigan District Health Department;
 - Commissioner Pohl briefly discussed the Clinton County Road Commission's current mode of operation and provided an update on behalf of the Community Mental Health Board.

ADJOURNMENT OF COMMITTEE MEETING

6. Human Resources Committee Chairperson Pohl adjourned the meeting at 9:36 a.m.

END OF COMMITTEE REPORTS

PUBLIC COMMENTS

Chairperson Washburn called for public comments. Chairperson Washburn advised the public in attendance via telephonic conference to unmute their phone and identify themselves for the record before speaking.

- Terry Link, resident of Victor Township began to address the Board and became disconnected from the call. Chairperson Washburn stated he will allow for additional public comments before adjourning the meeting to allow Mr. Link to reconnect to the meeting.

CLOSED SESSION TO
DISCUSS PROPERTY
ACQUISITION

Chairperson Washburn requested a motion to proceed to closed session for the purpose of discussing property acquisition.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner DeLong to proceed to closed session for the purpose of discussing the acquisition of property. 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.

BOARD ACTION: Commissioner Mitchell moved, seconded by Commissioner Washington, to return to open session. Voting on the motion by roll call vote, those voting aye were Pohl, Showers, DeLong, Mitchell, Washington, Stacey and Washburn. Seven ayes, zero nays. Motion carried.

BID TO PURCHASE WILSON
CENTER PROPERTY FROM
ST. JOHNS HIGH SCHOOL

BOARD ACTION: Commissioner DeLong moved, seconded by Commissioner Showers to submit a bid to the St. Johns High School Board as was discussed in closed session for the purchase of the Wilson Center property located here in St. Johns adjacent to the courthouse property. Voting on the motion by roll call vote, those voting aye were Mitchell, Pohl, Showers, DeLong, Stacey, Washington and Washburn. Seven ayes, zero nays. Motion carried.

ADDITIONAL PUBLIC
COMMENTS

Chairperson Washburn called for additional public comments. Chairperson Washburn advised the public in attendance via telephonic conference to unmute their phone and identify themselves for the record before speaking. There were no additional public comments.

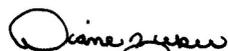
COMMISSIONERS'
COMMENTS

Chairperson Washburn called for Commissioners' comments.

- Commissioner Showers:
 - Michigan Association of Counties (MAC) Conference will more than likely be canceled; Conference registration can be refunded by contacting MAC.
- Commissioner Stacey:
 - Noted that President Trump has extended the social distancing guidelines until the end of April; currently 27 states have issued stay at home orders; State Legislature may return session next week under the enhanced social distancing guidelines to formally extend the State of Emergency.
- Commissioner Pohl:
 - Complimented the staff who have been managing the county affairs during this stressful time and keeping business moving forward; other Board members echoed Commissioner Pohl's comments.
- Chairperson Washburn:
 - Encouraged everyone to remain hopeful; unfortunately, this event is more than likely going to continue much longer than any of us anticipated; so far the county is gliding along because we have the right people in the right places handling matters;
 - He thanked everyone for all the updates that are being sent out by various individuals in an effort to keep everyone informed;
 - Advised that the Airport Authority is devastated by this pandemic and looking at avenues to help mitigate the impact to them; the airport may become a parking lot for passenger aircraft as passenger travel is significantly declined; air cargo is continuing;
 - It is critical that everyone is receiving the same information in dealing with the crisis;
 - Normal county business is continuing in certain areas;
 - Thanked all the staff for the technical support and help as we work through these uncertain times; expressed his appreciation for everything everyone is doing on behalf of the county.

ADJOURNMENT

BOARD ACTION: With no further business to come before the Board,



Commissioner DeLong moved, seconded by Commissioner Pohl to adjourn the meeting at 11:05 a.m.

Diane Zuker, Clerk of the Board

NOTE: These minutes are subject to approval on April 28, 2020.