

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 02/22/2022

The Clinton County Board of Commissioners met on Tuesday, February 22, 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 and quorum of the members were in attendance as follows: Kam Washburn, David Pohl, Robert Showers and Dwight Washington. Commissioner Adam Stacey arrived at 9:20 a.m. Commissioners Bruce DeLong and Kenneth B. Mitchell were excused.

COUNTY PERSONNEL

Craig Longnecker, Todd Campbell, Deb Sutherland, Doug Riley, Phil Hanses, and Sheriff Larry Jerue

VISITORS

Heather Hanover, Liz Braddock, Dave Kudwa, Kellie Nethaway, Mike Kenney, Bob Miller, Kristina Kinde, Ken Balzer and Brian Harrison

AGENDA

The agenda was amended to include the following items:

- Appointment to Tax Allocation Board

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

APPROVAL OF MINUTES

The January 25, 2022 minutes were presented for review and approval.

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

COMMUNICATIONS

The following communications were received:

1. Leelanau County Resolution supporting the Community Mental Health Authority and Opposing current State Legislation to change the Community Mental Health Authority
2. Marquette County Resolution supporting the cause of protecting democracy, promoting policies that protect access to the ballot for voters and building on the progress of the 2020 Elections

BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner Showers to acknowledge receipt of the communications. Motion carried.

ADMINISTRATOR'S REPORT

Craig Longnecker, County Administrator provided the following update:

- With the Board's approval of the Road Commission Bonding Resolution for their new Administrative Offices and Maintenance Facility, it will trigger a series of events that will need to occur, which will involve Administration.
- Correspondence was received from City of St. Johns expressing their appreciation to the County and stating their willingness to work with the county in terms of their Downtown Development Authority Plan.

PUBLIC COMMENTS

Chairperson Washburn called for public comments.

- David Kudwa, City of St. Johns advised the members that modifications are being made to the Downtown Development Authority/Tax Increment Financing (DDA/TIF) Plan and their project list based on input of the County Board members at the February 17th Ways and Means Committee meeting. Mr. Kudwa outlined some of the modifications being addressed in the plan. The DDA/TIF Plan also includes the addition of a member of the Board of Commissioners on the DDA Board.
- Sheriff Larry Jerue informed the members that he officially submitted his resignation after 45 years of working in law enforcement. His last day serving as Sheriff of Clinton County will be April 30, 2022. He expressed that it has been a pleasure to serve the county as well as the community and he will continue to serve with pride and distinction until his last day. Per the statute, the appointment of a new Sheriff will be made by the Judge of Probate, the County Clerk and the Prosecuting Attorney. The Board members, as well as Administrator Longnecker expressed their appreciation and respect to Sheriff Jerue.
- Kellie Nethaway, Ovid-Elsie area resident spoke regarding the COVID cases now in comparison to the numbers last fall. She also spoke regarding the mask requirements for schools in Michigan in comparison to various other states. She advised that parents are confused by the COVID guidelines. She expressed concerns regarding impact COVID has had on children over the last couple years.
- Brian Harrison, Executive Director of Therapy Services for AdvisaCare, a Home Health & Hospice Care service provider stated his purpose for speaking today is to bring awareness of the challenges Home Health Care businesses are currently facing as it relates to Home Health Care and Auto Insurance reimbursement following the 2019 Auto Insurance Reform Act. The goal is to not undo all the reforms that took place, but rather address the unintended consequences for Home Health Care businesses. Mr. Harrison is asking the Board to support their effort by passing a Resolution to encourage the legislature to amend part of the 2019 Auto Insurance Reform Act.

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT UPDATE

Liz Braddock, Mid-Michigan District Health Officer provided the following update:

- Ms. Braddock began her report, by first clarifying for Chairperson Washburn that the vaccine rates reported on the data dashboard which showed that Clinton County vaccines were down by 5% was due to an error in the state system and will be corrected with new data.
- Healthy! Capital Counties (H!CC) is currently in the early stages of its Community Health Improvement Plan. MMDHD has four staff members representing Clinton County on the team. The group focuses on creating a healthier area surrounding Lansing, including Clinton, Eaton and Ingham Counties.
- Capital Region Airport – The State sampled one additional home's drinking water well at the request of the homeowner as part of the Airport PFAS Monitoring activities and there was no detection of PFAS in the water.

- COVID-19 Update:
 - Clinton County cases and positivity rates are declining, as is the trend being seen around Michigan. Area hospitals are reporting a decline in hospitalizations and ICU bed capacity.
 - KN95 Masks have been distributed. They are available at the MMDHD, as well as the local township and city offices.
 - Pfizer, Moderna and Novavax vaccination updates were also provided by Officer Braddock regarding where they stand with the US Food and Drug Administration (FDA).
 - On February 16th, the Michigan Department of Health and Human Services (MDHHS) issued an updated mask guidance for Michiganders as the state moves to a post-surge recovery phase.
 - It is likely COVID will surge again in the fall of 2022, and we are in a position to reinstitute protections if necessary.
 - School bus mask requirement is a federal mandate and is still in place, which schools are required to follow through the Michigan Department of Education.
 - Numbers in Clinton County have significantly dropped and have been trending downward over the last 3 weeks.
 - MMDHD recommended, but never mandated masking in Clinton County schools.
- Discussion followed among Commissioners and Officer Braddock regarding COVID vaccines, boosters and immunity.
- Dialog took place regarding PFAS.
- Commissioner Showers raised concern and requested an update regarding health issues related to E. coli that were of concern a few years ago; Officer Braddock noted that it has become a back burner issue for the State of Michigan.

ZONING

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

PC-46-21 MA (OR 174-22)
 CHANGE OF ZONE
 MAP AMENDMENT
 MARIE POHL TRUST
 GENERAL AGRICULTURE
 TO RURAL RESIDENTIAL
 WESTPHALIA TOWNSHIP

PC-46-21 MA (OR 174-22) Petition for Change of Zone/Map Amendment submitted by Marie Pohl Trust (Sandra Winans – Trustee) requesting approval to rezone two 1.5-acre portions of 6767 S. Grange Road (Parcel ID# 160-009-300-010-50) from A-2 (General Agriculture) to RR (Rural Residential). The vacant properties are located on the east side of S. Grange Road, north of W. Jason Road in Section 9 of 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 Sandra Winans, Trustee on behalf of the Marie Pohl Trust.

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

Voting on the motion by roll call vote, those voting aye were Washington, Showers, Stacey, Pohl and Washburn. Five ayes, zero nays, two absent. Motion carried.

PC-01-22 MA (OR 175-22)
CHANGE OF ZONE
MAP AMENDMENT
BRUCE FANDEL
GENERAL AGRICULTURE
TO AGRICULTURE/RURAL
TRANSITION
RILEY TOWNSHIP

PC-01-22 MA (OR 175-22) Petition for a Change of Zone/Map Amendment submitted by Bruce Fandel requesting approval to rezone approximately 10.86 acres from A-2 (General Agriculture) to A-3 (Agricultural/Rural Transition) which would allow two 5-acre parcels to be created. The vacant property is located on the northeast corner of W. Price and S. Forest Hill Roads in Section 4 of Riley Township (Parcel ID# 130-004-300-060-00).

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

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

Voting on the motion by roll call vote, those voting aye were Washington, Showers, Stacey, Pohl and Washburn. Five ayes, zero nays two absent. Motion carried.

APPROVAL OF
COMMISSIONERS'
EXPENSE ACCOUNTS

Commissioners' expense accounts were presented for review and approval.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Showers 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 February 10, 2022.

ATTENDANCE AT
COMMITTEE MEETING

Members Present:

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

Staff Present

| | | |
|------------------|--------------|---------------|
| Craig Longnecker | Rob Wooten | Sheriff Jerue |
| Todd Campbell | Craig Thelen | |
| Alisha Johnson | Cindy Moser | |

Others Present

Adam Smiddy, Guidehouse
Marty Ruitter, Hobbs+Black
Richard Laing, Stellar Broadband
Bill Knapp, Stellar Broadband
Brandon Trierweiler, HomeWorks Tri-County Electric
Kacey Thelen, HomeWorks Tri-County Electric

CALL TO ORDER/APPROVAL
OF AGENDA

1. Ways and Means Committee Chairperson Stacey called the meeting to order at 9:01 a.m.

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

PUBLIC COMMENTS

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

PUBLIC SAFETY FACILITY
STUDY UPDATE

3. Ways and Means Committee Chairperson Stacey introduced Rob Wooten, Facilities and Project Management Director, Marty Ruitter from Hobbs+Black and Sheriff Jerue to give an update regarding the Public Safety Facility Study.
- Mr. Ruitter has been working with the Sheriff's Department regarding this project. He has been analyzing the data. The existing public safety facility is 60,000 square feet, according to the data a new public safety facility would be 90,000 to 100,000 square feet to meet operational efficiency and safety.
 - Sheriff Jerue and Commissioner DeLong agreed that renovation of the current Jail is not an option.
 - Discussion took place regarding the ability to expand this new facility in the future. Mr. Ruitter explained that expansion is being considered in this plan. He recommended building on the North side rather than the South side, which is where the current public safety facility is located.
 - Discussion took place regarding neighboring houses. Mr. Ruitter recommended planting trees and creating berms to create a buffer to reduce the direct line of sight.
 - Mr. Ruitter is working on updating and finalizing the concept plan. The final report should be ready by late spring. Administrator Longnecker will then incorporate it into the Master Plan and focus on the financing.
 - Administrator Longnecker anticipates this moving forward in 2023.

AMERICAN RESCUE PLAN
ACT OF 2021

4. American Rescue Plan Act of 2021 (ARPA)

GUIDEHOUSE UPDATE

- A. Guidehouse Update: Ways and Means Committee Chairperson Stacey introduced Adam Smiddy, Senior Consultant with Guidehouse, to provide an update regarding the American Rescue Plan Act (ARPA) of 2021.
- Lansing Economic Area Partnership (LEAP) is moving forward as anticipated.
 - The restaurant license reimbursements through the Mid-Michigan District Health Department (MMDHD) have been sent out.
 - The quarterly ARPA expenditure report was completed and submitted to the U.S. Treasury Department in January. The reporting process went smoothly.

No action required.

BROADBAND SURVEY
UPDATE

- B. Broadband Survey Update: Ways and Means Committee Chairperson Stacey introduced Administrator Longnecker and Adam Smiddy, Senior Consultant with Guidehouse, to discuss broadband in Clinton County.
- Mr. Smiddy provided the Board with a PowerPoint presentation regarding the results of the Broadband survey.
 - Responses were remarkably consistent across most metrics. Bath and Victor Townships stand out across multiple metrics. 89% of survey respondents want fiber service to the home and 90% of residents have internet service in the home.
 - Online behavior showed a significant population are working from home as well as online schooling. Maps were presented regarding cable vs fiber, and NTIA Indicators of Broadband.
 - ISP concerns were discussed.
 - Funding possibilities and grant information were presented and discussed.
 - The step-by-step process to vet ARPA project requests and current ARPA budget were presented and discussed.

No action required.

COMMISSIONER'S
COMMENTS

5. Ways and Means Committee Chairperson Stacey requested Commissioners comments.
 - Commissioner Washburn reported that the LEAP Board meeting was well received and had high attendance.

ADMINISTRATOR'S REPORT

6. Ways and Means Committee Chairperson Stacey requested a report from Administrator Longnecker.
 - Administrator Longnecker reported that the Health Alliance meeting was held, and there may be a need to switch providers.
 - The Road Commission has received bids for the new road commission facility. The bids came in higher than expected. The Road Commission will give a report at the next Ways & Means meeting.
 - The City of St. Johns will also be giving an update at the next meeting regarding their Downtown Development Authority (DDA).
 - Agenda packets for the February 17th Ways & Means meeting will go out on Monday, February 14th.

ADJOURNMENT OF
COMMITTEE MEETING

7. Ways and Means Committee Chairperson Stacey adjourned the meeting at 11:03 a.m.

**WAYS & MEANS
COMMITTEE MEETING**

Commissioner Stacey, Chairperson of the Ways and Means Committee reported on a meeting held February 17, 2022.

ATTENDANCE AT
COMMITTEE MEETING

Members Present:

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

Members Excused:

Ken Mitchell

Staff Present

| | |
|------------------|--------------|
| Craig Longnecker | Penny Goerge |
| Todd Campbell | Kate Neese |
| Doug Riley | Tina Ward |
| Phil Hanses | |

Others Present

Dave Kudwa, City of St. Johns
Kristina Kinde, City of St. Johns
MaLissa Schutt, Clinton Area Transit System (CATS)
Doug Steffin, Clinton County Road Commission (CCRC)
Jeffrey Arnoff, Miller Canfield
Stephen Hayduk, Bendzinski & Co.
Robert Bendzinski, Bendzinski & Co.
Gail Watkins, CATS and CCRC
Mike Homier, Foster Swift

CALL TO ORDER/APPROVAL
OF AGENDA

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

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

PUBLIC COMMENTS

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

RESOLUTION 2022-2
TO APPROVE BOND
AUTHORIZING RESOLUTION
FOR ROAD COMMISSION
ADMINISTRATION OFFICES
AND MAINTENANCE
FACILITY PROJECT

3. Clinton County Road Commission – Approve Bond Authorizing Resolution for Road Commission Administration Offices and Maintenance Facility Project:
- On September 21, 2021, the Board adopted a Resolution approving the publication of a Notice of Intent to issue up to \$18 million of general obligation limited tax bonds to finance Road Commission administration offices and maintenance facility.
 - The next step requires approval of a Bond Authorizing Resolution to outline the financial parameters of the bonds.
 - While the Bonds will be issued with the County’s general obligation pledge, funds provided by the Clinton County Road Commission from its state-collected gas and weight tax revenues represent the expected source of repayment.
 - The Bonds are intended to pay for the construction and acquisition of the project and may be used to reimburse the County for preliminary costs related to the project; the Bonds will also be used to pay issuance costs related to the Bonds.
 - A financing agreement is already in place between the County of Clinton and the Clinton County Road Commission outlining the financial and oversight requirements.
 - Managing Director Steffin provided a project update noting that the total project will come to 19.4 million, which includes a 6% contingency through the general fund; although the contingency is light, Administrator Longnecker has been reassured by Director Steffin that the Road Commission has an adequate fund balance.
 - Mr. Steven Hayduk with Bendzinski & Co. provided an update regarding bond rates, which are expected to come in just under 3%, as anticipated.
 - Mr. Jeffrey Arnoff from Miller Canfield, who is serving as Bond Counsel to both the County and the Road Commission, advised that the approval of the Bond Authorizing Resolution will be the last formal action required by the Board.

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Pohl, to **recommend** approving the Bond Authorizing Resolution for Road Commission Administration Offices and Maintenance Facility Project. Motion carried. Commissioner Stacey voted no.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Pohl to concur with the committee recommendation. Brief discussion followed. For the benefit of the public, Commissioner Showers noted that when the Road Commission was built 40+ years, Clinton County was much smaller in size and continues to grow, therefore, he believes this project is essential to continue to serve the public well. Commissioner Stacey stated he has no doubt there is a need for a new facility, however, believes this project might be better accomplished in a few years when the new gas tax money is sorted out and could be used to invest in infrastructure. Voting on the motion by roll call vote, those voting aye were Pohl, Washington, Showers and Washburn. Voting nay was Commissioner Stacey. Four ayes, one nay, two absent. Motion carried. (INSERT RESOLUTION)

CLINTON AREA TRANSIT
SYSTEM PROPOSED
BUDGET FOR FY 2023 AND
FACILITY RENOVATION
AND EXPANSION PROJECT

4. Ways and Means Committee Chairperson Stacey introduced General Manager MaLissa Schutt and Gail Watkins from the Clinton Area Transit System (CATS) Board to provide an update regarding the proposed 2023 budget.
 - Ms. Schutt and Mr. Watkins provided a brief overview and answered questions regarding the proposed 2023 budget.
 - The members were updated on Clinton Area Transit System's building renovation/expansion project:
 - The building expansion will support their continued expansion of services and allow for future growth.
 - The County is not required to secure the bond as the bonding will be handled entirely through Clinton Area Transit.
 - The project will be bonded for 3 million dollars within the confines of their existing millage; debt service is 1.1 million per year with a final maturity in 2025.
 - Staff will relocate to Southpoint Mall in March and move back into the building when it is completed in early 2023.
 - Discussion followed regarding a regional transportation initiative with the goal of creating seamless transportation within the region; progress is being made, but there is still much more work to be done.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Pohl, to **recommend** approving the FY 2023 Budget of the Clinton Area Transit System as presented. Motion carried.

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

CITY OF ST. JOHNS
DOWNTOWN
DEVELOPMENT AUTHORITY
TAX INCREMENT
FINANCING PLAN

5. Ways and Means Chairperson Stacey introduced Dave Kudwa and Kristina Kinde from the City of St. Johns to discuss the DDA/TIF Plan for the City of St. Johns.
 - The City of St. Johns, with the assistance of the Downtown Development Authority (DDA), established a Tax Increment Financing (TIF) Plan in 2005; the City did not take action to renew the Plan prior to its expiration in 2015.
 - For the last few years, the City has been in discussions with the Downtown Development Authority to update the TIF Plan and reestablish the capital improvements they propose to accomplish over the life of the new Plan.
 - The City recently expanded the DDA district to include the old Federal Mogul building, the Wilson Center, and a few buildings currently owned by non-profits; a map was provided to outline the DDA boundary changes.
 - The City estimates the revenue capture in 2022 tax year to be \$62,124; of this total, \$22,684 would be captured from the County and \$39,440 captured from the City; this total is based on estimated taxable values within the DDA boundaries using the 2021 millage rates.
 - A detailed discussion followed, and the members are generally in support of the projects that were presented; the members would also like to see a clear plan put into place.
 - The public hearing will be held on March 14, 2022.

No action required.

DRAIN COMMISSIONER

6. Drain Commissioner:

APPOINTMENTS TO
REMONUMENTATION PEER
GROUP

- A. Ways and Means Chairperson Stacey introduced Phil Hanes, Remonumentation Grant Administrator, to discuss the appointments to the Clinton County Remonumentation Peer Group.
- All surveyors have performed work for Remonumentation before and everything has been in good order.
 - Forty-five (45) corners are planned and should be completed before September 1, 2022 for review by the Peer Group in Mid-September.
 - Surveyors receive \$75 per corner for each corner they research and \$1,000 per corner that is reestablished.

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Pohl, to **recommend** appointing the following Surveyors to the 2022 Clinton County Remonumentation Peer Group for the purpose of reviewing the Remonumentation Survey work for the 2022 Grant:

- Dave Clifford, PS 4001025837
- Mark VanRaemdonck, PS 4001024644
- Jeffrey K. Autenrieth, PS 4001031588
- Roger Mahoney, PS 4001041105

Motion carried.

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

APPROVAL OF
REMONUMENTATION
CONTRACTS

- B. Ways and Means Chairperson Stacey introduced Phil Hanes, Remonumentation Grant Administrator, to discuss contracts for the upcoming remonumentation year. The Remonumentation Grant for 2022 is \$56,708.00.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Showers, to **recommend** authorizing the Chairperson of the Board to sign the following contracts for survey work relative to the 2022 Remonumentation year:

- Enger Surveying - Engineering Company - Dave Clifford, PS 4001025837
- Landmark Surveying - Mark VanRaemdonck, PS 4001024644
- Autenrieth Land Surveys, LLC – Jeffrey K. Autenrieth, PS 4001031588
- Spicer Group – Roger Mahoney, PS 4001041105

Motion carried.

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

APPOINTMENT OF
REMONUMENTATION
GRANT REPRESENTATIVE
AND GRANT
ADMINISTRATOR

- C. Appointments of Remonumentation Grant Representative and Grant Administrator: Ways and Means Chairperson Stacey introduced discussion regarding the 2022 appointments for Grant Representative and Grant Administrator.

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner DeLong, to **recommend** appointing Mr. Mark Powell, PS 4001044298, as 2022 Remonumentation Grant Representative for Clinton County, Michigan, and Mr. Phil Hanes as 2022 Remonumentation Grant Administrator. Motion carried.

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

RESOLUTION 2022-3
PLEDGING FULL FAITH AND
CREDIT OF THE COUNTY
FOR THE GILLISON DRAIN
NOTES, SERIES 2022

- D. Full Faith and Credit Resolution of the Gillison Drain Project: Ways and Means Chairperson Stacey introduced Phil Hanes, Drain Commissioner, to discuss a Resolution pledging the full faith and credit of the County to back the sale of the Gillison Drain notes.
- The Gillison Drain was petitioned for improvements in 2019; construction plans were developed, easements acquired, and bids were opened on January 26, 2022.
 - The Computation of Cost for the project is set at \$120,000 and the assessment is planned to be spread over seven (7) years.
 - Notes will be sold to finance the project and a pledge of full faith and credit of the County will be beneficial to the district by receiving lower interest rates from bidders.
 - The Board is being asked to consider approving a full faith and credit Resolution to back the sale of the Gillison Drain Notes.

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner DeLong, to **recommend** approving the Resolution Pledging Full Faith and Credit of the County for Gillison Drain Notes, Series 2022. Motion carried.

BOARD ACTION: Commissioner Stacey moved, seconded by Commissioner Pohl to concur with the committee recommendation. Voting on the motion by roll call vote, those voting aye were Showers, Pohl, Stacey, Washington and Washburn. Five ayes, zero nays, two absent. Motion carried.
(INSERT RESOLUTION)

APPROVAL TO PURCHASE
A TRACK LOADER AND
ATTACHMENTS

- E. Approval to Purchase a Track Loader and Attachments: Ways and Means Chairperson Stacey introduced discussion regarding the purchase of a track loader for the Drain Commissioner's Office.
- A 1980's vintage loader tractor was recently sold at auction in anticipation of replacement with a track loader and attachments, including a brush mower and lifting forks.
 - The new loader would be used around the yard to load and unload supplies and materials used on drain maintenance projects; the loader would also be transported to various drains to assist in maintenance such as mowing detention basins and right of ways to control woody vegetation, removal of fallen trees and debris in drains, and site restoration work.
 - Due to the planned multi-departmental use of this equipment and our immediate desire to address the cash flow in the drain equipment revolving fund, Administration is recommending that the vehicle fund be used for this purchase.

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Pohl, to **recommend** approving the purchase of a track loader for an amount not to exceed \$75,000 with funds to be taken from the vehicle fund. Motion carried.

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

WASTE MANAGEMENT

7. Waste Management:

2022 GRANGER RECYCLING SERVICES CONTRACT APPROVAL

- A. Ways and Means Committee Chairperson Stacey introduced Kate Neese, Waste Management Coordinator, to discuss a service contract with Granger for Clinton County’s 2022 special collection events.
 - The members are being asked to authorize a two (2) year service contract with Granger for trash and yard waste disposal during the 2022 special collection events.
 - Service contracts are necessary for several material streams due to expense and nature of the activities conducted.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Pohl, to **recommend** approving a two (2) year service contract with Granger for trash and yard waste disposal for Clinton County’s 2022 special collection events. Motion carried.

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

CLEAN COMMUNITY EVENT APPROVAL OF PROPERTY USE AGREEMENTS

- B. Ways and Means Committee Chairperson Stacey introduced Kate Neese, Waste Management Coordinator, to discuss property use agreements for the 2022 special collection events.
 - The Department of Waste Management (DWM) is seeking approval to enter into a property use agreement with the Road Commission to conduct the 2022 special collection event at their location.
 - This agreement stipulates the obligations of both the site host and the county, offers indemnification to both parties, and clarifies liability to the county.
 - It was noted that the property agreement with Granger for the other special collection event is still being reviewed and edited; therefore Ms. Neese will bring this agreement back to the Board next month.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, seconded by Commissioner Showers, to **recommend** approval of the property use agreement with the Clinton County Road Commission for the 2022 collection events. Motion carried.

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

TIRE GRANT MEMORANDUM OF UNDERSTANDING WITH EATON COUNTY

- C. Ways and Means Committee Chairperson Stacey introduced Kate Neese, Waste Management Coordinator, to discuss Clinton County’s participation in the extended grant funding for a scrap tire grant to be used during the 2022 special collection events.
 - DWM is asking for support from the Board of Commissioners to utilize the MI Department of Environment, Great Lakes and Energy’s annual scrap tire grant for calendar year 2022.
 - This is a regional effort and Clinton County would be utilizing grant funds from the 2021 grant with Eaton County and Barry County.
 - The grant would allow DWM to accept car and light truck tires free of charge from Clinton County residents during the April 30th Clean Community event by covering the cost of two scrap tire trailers.
 - Eaton County will be acting as fiduciary and primary contact for the scrap tire grant.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Washington, to **recommend** approval of the Memorandum of Understanding with Eaton County for the scrap tire grant. Motion carried.

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

INFORMATION
TECHNOLOGY ITEMS

8. Information Technology (IT):

CAPITAL IMPROVEMENT
REQUEST FOR WEBSITE
REDESIGN

- A. Ways and Means Committee Chairperson Stacey introduced discussion regarding a redesign of the county website.
- The IT Department is seeking approval for the release of funds to redesign the county's website, as detailed in the capital improvements section of the 2022 budget.
 - Once approved, IT will be working with the website host, Civic Plus for the redesign project; all current content will be moved over into the new site and the site will also be ADA compliant.

COMMITTEE ACTION: Commissioner DeLong moved, seconded by Commissioner Pohl, to approve up to \$25,000 for the redesign of the county website, as outlined and approved in the capital improvements section of the 2022 budget. Motion carried.

CYBERSECURITY

- B. Ways and Means Committee Chairperson Stacey introduced discussion regarding cybersecurity projects.
- In December of 2021, Paul Kennedy of Rehman presented to the Commissioners an overview of the County's cybersecurity standing and presented some recommendations.
 - As a result, the IT Department is seeking approval for the release of funds for the following cybersecurity projects:
 - 1) Upgrade backup system and improve disaster recovery preparedness - \$15,000
 - 2) Develop new policies to comply with the upcoming IRS Audit - \$5,000
 - 3) Conduct external penetration test - \$5,000
 - A portion of these funds are budgeted in the capital improvements section of the 2022 budget; the remaining funds were re-appropriated from 2021.

COMMITTEE ACTION: Commissioner DeLong moved, seconded by Commissioner Pohl, to approve up to \$30,000 for the implementation of the cybersecurity recommendation, as outlined and approved in the capital improvements section of the 2022 budget. Motion carried.

TRI-COUNTY METRO
NARCOTICS SQUAD
PAYMENT

9. Ways and Means Committee Chairperson Stacey introduced discussion regarding a request from the Tri-County Metro Narcotics Squad.
- The County received a request from the Tri-County Metro Narcotics Squad for Clinton County's share of the FY20-21 offset payment in the amount of \$8,426.75.
 - Since there are times when forfeitures have provided enough revenue to cover the cost of this operation, Clinton County does not include this expenditure in the adopted operational budget; however, there is an allowance made by committing \$75,000 for Tri-County Metro expenditures in the fund balance of the general fund.
 - According to the fund balance classification policy "a majority vote of the members elect is required to approve a commitment and a majority vote of the members elect is required to remove a commitment".

COMMITTEE RECOMMENDATION: Commissioner Showers moved, seconded by Commissioner Pohl, to **recommend** approving a decrease of committed funds in the amount of \$8,426.75 from the general fund committed fund balance for Tri-County Metro Narcotics Squad to make the FY20-21

offset payment. Motion carried.

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

CLINTON COUNTY FEE STUDY

10. Ways and Means Committee Chairperson Stacey introduced Todd Campbell, Deputy Administrator, to discuss the Clinton County Fee Study.
- The 2022 Budget includes funding for a fee study of various county departments.
 - The members received a proposal from MGT Consulting to conduct the fee study; this company already does the County's annual cost allocation plan.
 - The proposal includes fee studies for the County Clerk, Register of Deeds, Sheriff/Jail, Drain Commissioner, Planning and Zoning, Equalization, and Building/Soil Erosion.
 - If authorized, MGT will be working with the individual departments to gather relevant data and conduct virtual meetings as they develop the County's fee study.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, seconded by Commissioner DeLong, to **recommend** approving the MGT Consulting Fee Study proposal at a cost not to exceed \$30,300 and authorize the County Administrator to sign all necessary documents. Motion carried.

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

AUDIT ENGAGEMENT LETTER AND TERMS

11. Ways and Means Committee Chairperson Stacey introduced discussion regarding the Rehmann Robson Audit Engagement Letter and Terms.
- Government Auditing Standards require that the auditor communicate certain information to the Clinton County Board of Commissioners during the planning stage of an audit.
 - The Board of Commissioners is being asked to acknowledge and accept the letter of understanding from Rehmann Robson for the year ending December 31, 2021.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Washington, to **recommend** the approval and signature of the Rehmann Robson Audit Engagement Letter and Terms for year ending December 31, 2021. Motion carried.

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

SMITH HALL USE DISCUSSION

12. Ways and Means Committee Chairperson Stacey introduced discussion regarding the use of Smith Hall.
- During the onset of the pandemic in 2020, the Board of Commissioners voted to limit the use of Smith Hall and the fairgrounds by outside entities for an indefinite period; at that time, it was determined that the Board of Commissioners would continue to review this matter on a quarterly basis.
 - Over the past two years, Smith Hall has assisted the County in providing emergency space for critical services during the pandemic, such as jury selection and vaccination clinics.
 - Discussion followed and the members agreed that now would be an appropriate time to open it back up for public use.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Washington, to **recommend** opening Smith Hall and fairgrounds for public use, effective immediately. Motion carried.

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

PLANNING UPDATE

13. Ways and Means Committee Chairperson Stacey introduced Doug Riley, Community Development Director, to provide a planning update.
- PC-46-21 MA – Petition for a change of zone/map amendment; Planning Commission recommends approval.
 - PC-01-22 MA – Petition for a change of zone/map amendment; Planning Commission recommends approval.
 - Discussion followed regarding designated activity use relative to medical marihuana facilities and adult-use marihuana establishments within Clinton County:
 - Director Riley introduced Michael Homier from Foster Swift to provide an update and discuss a draft memo prepared for local municipalities regarding an amendment to the zoning ordinance.
 - The proposed amendment deems adult-use and medical marihuana as activities on land that are within the police power of the townships subject to the zoning ordinance, and not land uses that are regulated by the zoning ordinance.
 - If a township permits medical marihuana facilities or adult-use marihuana establishments within its boundaries, those activities are to be regulated by the township and not the County.
 - If authorized, the Clinton County Planning Commission will hold a public hearing on this Ordinance amendment on April 14, 2022, at 6:30 p.m. at the County Courthouse.
 - The Board of County Commissioners would subsequently consider formal adoption of this Ordinance amendment at their meeting on April 26, 2022.

COMMITTEE RECOMMENDATION: Commissioner DeLong moved, seconded by Commissioner Pohl, to **recommend** authorizing Director Riley to continue processing the amendments to the Clinton County Zoning Ordinance relative to marihuana related activities on land, and further authorize the memo that was drafted by legal counsel to update the local municipalities regarding said amendments. Motion carried.

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

MARCH MEETING
CALENDAR

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

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, seconded by Commissioner Washington, to **recommend** approval of the March 2022 Open Meetings and Events Calendar as presented. Motion carried.

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

ACCOUNTS PAYABLE
INVOICES PAID

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

Commissioner DeLong moved, seconded by Commissioner Washington, to approve the invoices paid from January 8, through February 4, 2022, in the amount of \$1,310,279.71. Motion carried.

COMMISSIONERS' COMMENTS

- 16. Ways and Means Committee Chairperson Stacey requested Commissioners' comments.
 - Commissioner Washburn and Administrator Longnecker notified the members that a special meeting will be held at the Clinton County Courthouse on Wednesday, March 16th at 6:00 p.m. to provide local municipalities with an update regarding the County's broadband efforts.
 - Commissioner Washburn notified the members that the new 911 system is scheduled to go live on March 8th at 9:00 a.m.; Director Chris Collom and staff were commended for their hard work on this project.
 - Commissioner Showers discussed broadband and regional transportation.
 - Commissioner Washington provided an update on behalf of the National Association of Counties.

ADMINISTRATOR'S REPORT

- 17. Ways and Means Committee Chairperson Stacey requested the report from Administrator Longnecker.
 - Administrator Longnecker briefly discussed the American Rescue Plan Act (ARPA) and notified the members that the Telecommunicators have reached out to Administration to begin negotiations for their next contract.

ADJOURNMENT OF COMMITTEE MEETING

- 18. Ways and Means Committee Chairperson Stacey adjourned the meeting at 11:35 a.m.

HUMAN RESOURCES COMMITTEE MEETING

Commissioner Pohl, Chairperson of the Human Resources Committee reported on a meeting held February 17, 2022.

ATTENDANCE AT COMMITTEE MEETING

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

Members Excused:
Ken Mitchell

Staff Present:
Craig Longnecker
Todd Campbell
Penny Goerge

CALL TO ORDER/APPROVAL OF AGENDA

- 1. Human Resources Committee Chairperson Pohl called the meeting to order at 11:35 a.m.

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

PUBLIC COMMENTS

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

APPOINTMENTS TO COMMITTEES

- 3. Human Resources Committee Chairperson Pohl introduced discussion regarding appointments to various committees and commissions. No action taken.

COMMISSIONERS' COMMENTS

4. Human Resources Committee Chairperson Pohl requested Commissioners' comments.
 - Commissioner Pohl briefly discussed compensation and per diem rates for the Board of Commissioners and Road Commissioners; more discussion will take place next month.

ADJOURNMENT OF COMMITTEE MEETING

5. Human Resources Committee Chairperson Pohl adjourned the meeting at 11:40 a.m.

END OF COMMITTEE REPORTS

APPOINTMENT TO TAX ALLOCATION BOARD

Commissioner Pohl spoke regarding an appointment of an individual to serve on the Tax Allocation Board as required by statute. The Tax Allocation Board last met in 2018 and needs to be re-established this year to begin the process for re-allocating the maximum allowable millage rate for the County, General Law Townships and Intermediate School District.

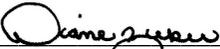
BOARD ACTION: Commissioner Pohl moved, seconded by Commissioner Showers to appoint John Arehart to the Tax Allocation Board. Chairperson Washburn called for further nominations. None were offered. Motion carried.

COMMISSIONERS' COMMENTS

Chairperson Washburn called for Commissioners' comments. There were none.

ADJOURNMENT

BOARD ACTION: With no further business to come before the Board, Commissioner Showers moved, seconded by Commissioner Pohl to adjourn the meeting at 9:54 a.m.



Diane Zuker, Clerk of the Board

NOTE: These minutes are subject to approval on March 29, 2022.