

# 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 07/28/2020

The Clinton County Board of Commissioners met on Tuesday, July 28, 2020 at 9:00 a.m. with Chairperson Kam Washburn presiding.

- 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. Any individuals wishing to speak should identify themselves for the record before speaking.
- Roll call votes will be taken. Any formal roll call votes required on motions will be specifically identified in the minutes.

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

COUNTY PERSONNEL

Craig Thelen, Penny Goerge, Phil Hanses, Ryan Wood and Craig Longnecker.

VISITORS

Bill Hendrian, Dru Mitchell, Todd Campbell, Liz Braddock and Sarah Doak.

AGENDA

The agenda was presented for review and approval.

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

APPROVAL OF MINUTES

The June 30, 2020 minutes were presented for review, with Clerk Zuker noting that there was a correction to be made.

**BOARD ACTION:** Commissioner Mitchell moved, seconded by Commissioner Showers to correct page 9 of the June 30, 2020 Board minutes to reflect Commissioner Pohl reporting on the June 25<sup>th</sup> Human Resources Committee meeting, rather than Commissioner Stacey. Motion carried.

COMMUNICATIONS

The following communications were received:

1. Menominee County Resolution supporting 2020 Upper Peninsula State Fair
2. Eaton County Resolution declaring Racism a Public Health Crisis
3. Arenac County Resolution supporting Enbridge's proposed Tunnel Replacement Project
4. Tuscola County Resolution in support of Enbridge's Line 5
5. Ingham County Resolution to create the Ingham County Racial Equity Taskforce

**BOARD ACTION:** Commissioner Stacey moved, seconded by Commissioner Mitchell to acknowledge receipt of the communications. Motion carried.

ADMINISTRATOR'S REPORT

Ryan Wood, County Administrator:

- Provided an update on the Letters of Understanding with the 4 county union groups for the front line employees that were impacted during the shutdown;
- Provided an update on the Cares Hazard Grant.

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT COVID-19 UPDATE

Liz Braddock, Environmental Health Director and Sara Doak, Community Health Director of the Mid-Michigan District Health Department (MMDHD) were present to provide the following COVID-19 Update:

- 309 lab confirmed cases, plus 59 probable cases for a total of 368;
- There were 30 new cases last week from July 19-25;
- Total number quarantined and monitored = 628;
- Active quarantine and monitoring = 72;
- No cases currently hospitalized;
- 197 have recovered;
- In the past week, 1,168 residents were tested.
- Continue to work with the public on the importance of quarantining and contact tracing.

Chairperson Washburn:

- Spoke briefly regarding airline screening, particularly with Capital City Airport being located in Clinton County;
- Commended the Health Department Sanitarians on the septic education that is being conducted around the county;
- Noted the Board will continue to have the Health Department provide an update each month on the pandemic.

DECLARATION OF LOCAL STATE OF EMERGENCY

Chairperson Washburn introduced discussion regarding the Declaration for Local "State of Emergency".

**BOARD ACTION:** Commissioner Showers moved, seconded by Commissioner Mitchell to extend the Declaration for a Local "State of Emergency" for Clinton County for a period of 30 days or until such time as the Board acts to cease or extend the state of emergency. Voting on the motion by roll call vote, those voting aye were Washington, Showers, Stacey, Mitchell, Pohl and Washburn. Six ayes, zero nays, one absent. Motion carried. (INSERT DECLARATION)

PUBLIC COMMENTS

Chairperson Washburn called for public comments. There was no public comment.

ZONING

Commissioner Stacey presented the following zoning matter:

PC-14-20 MA CHANGE OF ZONE/MAP AMENDMENT DAVID AND BETH DAINTON A-2 GENERAL AGRICULTURAL DISTRICT TO RR RURAL RESIDENTIAL DISTRICT RILEY TOWNSHIP

PC-14-20 MA Petition for Change of Zone/Map Amendment OR 158-20 submitted by L.T. Schaefer, Inc., on behalf of the David and Beth Dainton Trust requesting approval to rezone two (2) properties from A-2 (General Agriculture District) to RR (Rural Residential District). These properties are located at 10943 S. Francis Road (Parcel ID# 19-130-034-300-019-00) and vacant property located on W. Cutler Road (Parcel ID# 19-130-034-300-020-00), Section 34, Riley Township.

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

**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 L.T. Schaefer, Inc., on behalf of David and Beth Dainton. Voting on the motion by roll call vote, those voting aye were Stacey, Washington, Showers, Pohl, Mitchell and Washburn. Six ayes, zero nays, one absent. Motion carried.

PA 116 FARMLAND APPLICATION

The following PA 116 Farmland Application was submitted for review and approval:

- 2020-1 James E. & Kathleen R. Voisinet, Olive Township, Section 25

**BOARD ACTION:** Commissioner Stacey moved, seconded by Commissioner Washington to approve the PA 116 Farmland Application and direct the Clerk to forward the application submitted by James E. and Kathleen R. Voisinet to the State. Motion carried.

APPROVAL OF COMMISSIONERS' EXPENSE ACCOUNTS

Commissioners' expense accounts were presented for review and approval.

**BOARD ACTION:** Commissioner Mitchell moved, seconded by Commissioner Pohl to approve the expense accounts, subject to review by the Chair and Clerk. Motion carried.

COMMITTEE REPORTS

The following are reports of Committee meetings:

PUBLIC SAFETY COMMITTEE MEETING

Commissioner Mitchell, Chairperson of the Public Safety Committee reported on a meeting held July 23, 2020.

ATTENDANCE AT COMMITTEE MEETING

**Members Present**

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

**Staff Present**

Ryan Wood  
Craig Longnecker  
Dan Gibson  
Jennifer Richards  
Penny Goerge  
Deb Sutherland  
Diane Zuker

**Others Present**

Jamie Lovelace, Department of Health and Human Services (DHHS)

CALL TO ORDER/APPROVAL OF AGENDA

1. Chairperson Mitchell called the meeting to order at 8:30 a.m.

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

PUBLIC COMMENTS

2. Chairperson Mitchell requested limited public comments. There were no public comments.

CHILD CARE FUND  
OVERVIEW

3. Chairperson Mitchell introduced Craig Longnecker, Deputy Administrator, to discuss the Child Care Fund Budget.
  - A budget summary showing the status of the child care fund was provided;
  - Deputy Administrator Longnecker noted that the Child Care Fund has been stable and currently within the budget;
  - The many programs that have been put in place by DHHS and Juvenile Court have been very successful and due to the success of these programs, the County will have the ability to reduce the annual amount appropriated to the child care fund to help balance next year's budget, while still maintaining a strong reserve to manage costs and cover spikes.

No action taken.

DEPARTMENT OF HEALTH  
AND HUMAN SERVICES  
CHILD CARE FUND UPDATE

4. Chairperson Mitchell introduced Jamie Lovelace from DHHS to discuss the Child Care Fund.
  - Mr. Lovelace provided an update on the status of the child care fund; we are currently under budget;
  - Mr. Lovelace provided information to the members on how the current pandemic has impacted operations at DHHS and explained how they are navigating through the challenges;
  - On the child protective side, referrals have dropped 50%; the main reason for this is that schools are closed, thus less referrals are being made from teachers, counselors or principals;
  - The lack of referrals has caused concern for DHHS; they are putting a strong focus on prevention activities and reaching out to families to check on their well-being and offer informational resources such as food and rental assistance, etc.

No action taken.

JUVENILE COURT CHILD  
CARE FUND UPDATE

5. Chairperson Mitchell introduced Jennifer Richards, Manager of Juvenile Court and Juvenile Services, and Dan Gibson, Juvenile Facilities Manager, to provide an update on behalf of the Child Care Fund.
  - Juvenile Facilities Manager Gibson provided information to the Members regarding juvenile programming and treatment for the first two quarters of 2020;
  - The numbers are down due to the pandemic and no truancy petitions have come forward;
  - Juvenile Court and Juvenile Services Manager Richards provided a brief overview of the various community service programs that she facilitates in her department including the part-time compliance officer position, Y.E.S. (Youth Empowered to Succeed) program, Teen Court, CRESA Work-based Learning Project, and the Truancy Intervention Program (TIP);
  - Discussion took place regarding community service hours; due to the restrictions as a result of the pandemic, Clinton County Juvenile Court has implemented creative at-home alternatives for youth to earn community service hours and make a positive impact on the community and themselves;
  - The members were notified that Juvenile Court has decided not to apply for a Juvenile Mental Health Court Grant in 2020; this is due to significant changes in the types of petitions filed in Juvenile Court, specifically an increase in violent offenses and truancy cases and a decrease in non-violent offenses; Violent offenses and status offenses, including truancy, are not allowed to be accepted into a Juvenile Mental Health Court;
  - Discussion took place regarding some additional programming opportunities that may come available such as a victim/community awareness curriculum intended to increase offenders' awareness of victims and the community and how they are affected by crime and offensive behavior.

COMMISSIONERS' COMMENTS

6. Chairperson Mitchell requested Commissioners' comments. There were none

ADJOURNMENT OF COMMITTEE MEETING

7. Chairperson Mitchell adjourned the meeting at 9:03 a.m.

**WAYS & MEANS COMMITTEE MEETING**

Commissioner Stacey, Chairperson of the Ways and Means Committee reported on a meeting held July 23, 2020.

ATTENDANCE AT COMMITTEE MEETING

**Members Present**

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

**Staff Present**

Ryan Wood  
Craig Longnecker  
Penny Goerge  
Chris Collom  
Doug Riley  
Rob Wooten  
Diane Zuker  
Deb Sutherland

CALL TO ORDER/APPROVAL OF AGENDA

1. Ways and Means Committee Chairperson Stacey called the meeting to order at 9:03 a.m.

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

Additions to Agenda:

- Emergency Declaration Discussion - 8A
- Clinton Lakes Development Project – Spicer Group Proposal – 10A

PUBLIC COMMENTS

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

CAPITAL IMPROVEMENT PROJECTS

3. **Capital Improvement Projects:**

MAINTENANCE HVAC PROJECT AT THE JAIL

**A) Maintenance – HVAC Project at Jail:** Ways and Means Committee Chairperson Stacey introduced Rob Wooten, Facilities Director, to discuss a capital improvement project at the Jail.

- The existing HVAC infrastructure at the jail is incapable of providing adequate cooling for both the server room and the computer forensics detective's office;
- These spaces contain valuable IT equipment and sensitive county data and digital evidence; this equipment is operating above suggested temperature ranges and is extremely vulnerable in the current environment;
- This project will also involve relocating all of the servers to an area with significantly improved physical security compared to the current location;
- We have completed the system design and engineering portion of the project as was previously approved; MIS and the Sheriff's Office have requested that install of the new system begin as soon as possible instead of waiting until 2021.

**COMMITTEE RECOMMENDATION:** Commissioner Mitchell moved, seconded by Commissioner DeLong, to **recommend** approving up to \$40,000 to install A/C for computer forensics office and new server room space at the Jail. Motion carried.

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

CENTRAL DISPATCH  
LOGGING RECORDER  
UPGRADE

- B) Central Dispatch – Logging Recorder Upgrade:** Ways and Means Committee Chairperson Stacey introduced Chris Collom, Central Dispatch Director, to discuss a capital improvement project.
- Central Dispatch is requesting a logging recorder upgrade; this upgrade will improve the Center’s efficiencies in quality assurance, scenario reconstruction and on-site training;
  - The additional benefit to the upgrade is the interface to the second recorder that is required for the 800 MHz radio upgrade;
  - Once we are online with the MPSCS we will utilize two recorders; the current recorder will handle all telephone and VHF fire recordings and the new one will record all MPSCS radio traffic;
  - The upgrade to the system is necessary to interface both systems and provide the ability to search and save from one computer.

**COMMITTEE ACTION:** Commissioner Washington moved, seconded by Commissioner Mitchell, to approve up to \$47,000 for the software upgrade for the NICE logging system as outlined and approved in the capital improvements section of the 2020 budget. Motion carried.

CENTRAL DISPATCH  
MICHIGAN PUBLIC SAFETY  
COMMUNICATIONS SYSTEM  
(MPSCS) PROJECT

4. Ways and Means Committee Chairperson Stacey introduced Chris Collom, Central Dispatch Director, to discuss the Michigan Public Safety Communications System (MPSCS) project.

RESOLUTION 2020-12  
TO JOIN MICHIGAN PUBLIC  
SAFETY COMMUNICATIONS  
SYSTEM (MPSCS) AND  
AUTHORIZING COUNTY  
ADMINISTRATOR AND  
CENTRAL DISPATCH  
DIRECTOR TO EXECUTE  
PRE-INTEGRATION  
AGREEMENTS WITH STATE  
OF MICHIGAN FOR RADIO  
PROJECT

- A) MPSCS Integration Agreement and Resolution:**
- Director Collom explained that Clinton County’s commitment to improve public safety communications has been a multi-year process that has led us to make the recommendations to join the Michigan Public Safety Communications System (MPSCS);
  - Joining the MPSCS will greatly improve interoperability, provide long-term stability, and links Clinton County to a system that is shared and used by more than 90% of the counties in Michigan;
  - The MPSCS will require a resolution from the County that identifies each agreement;
  - Central Dispatch is also requesting to have the one resolution that outlines the agreements so that it does not delay the progression of the project; the agreements are as follows:
    1. ***Integration Agreement Part 1:*** Outlines the expectations of the County, the MPSCS and the vendor
    2. ***Integration Agreement Part 2:*** Outlines the specific details of the project
    3. ***Co-Location Agreement:*** Agreement to use and share tower communications
    4. ***Subscriber Agreement: Agreement that all user agencies will be required to sign***
    5. ***Memorandum of Agreements for Credits: This agreement will be the last one as it outlines the amount of credits provided for the subscriber units.*** (Portables and mobiles on the system). A credit is provided to the County for equipment purchased that will benefit the MPSCS infrastructure as a whole.

**COMMITTEE RECOMMENDATION:** Commissioner DeLong moved, seconded by Commissioner Showers, to **recommend** approving a resolution that commits Clinton County to join the Michigan Public Safety Communications System (MPSCS). Motion carried.

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

**COMMITTEE RECOMMENDATION:** Commissioner Showers moved, seconded by Commissioner DeLong, to **recommend** approving a resolution that authorizes the County Administrator and the Director of the Central Dispatch Department to execute the pre-integration and integration agreements with the State of Michigan (as approved by county counsel) along with other agreements necessary for the state/county radio integration project, subject to fiscal limitations. Motion carried.

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

#### TELEVATE AGREEMENT FOR SIGNAL LEVEL AND DRIVE TESTING

**B) Telebate Agreement for Signal Level and Drive Testing:**

- Central Dispatch is requesting approval to move forward with the Signal Level and Drive Testing to evaluate the current EDAC radio infrastructure;
- The Telebate proposal will provide the County with a baseline coverage study to be used to assess the new radio infrastructure once it is live;
- The proposed study will evaluate approximately 500 test points throughout the county and identify the current voice radio signal qualities; the study was factored in the system upgrade budget;
- Director Collom is requesting approval to sign the signal level and drive testing proposal with Telebate to complete the study for a cost not to exceed \$20,000;
- Administrator Wood emphasized that this is a critical component to the whole effort.

**COMMITTEE RECOMMENDATION:** Commissioner Pohl moved, seconded by Commissioner Washington, to **recommend** authorizing Central Dispatch to contract with Telebate to complete a baseline Signal Level and Drive Test evaluation for Clinton County; proposal costs are not to exceed \$20,000. 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 Pohl, Stacey, Showers, Washington, Mitchell and Washburn. Six ayes, zero nays, one absent. Motion carried.

#### TRI-COUNTY OFFICE ON AGING FY 2021 ANNUAL IMPLEMENTATION PLAN

5. Ways and Means Chairperson Stacey introduced discussion regarding the Tri-County Office FY 2021 Annual Implementation Plan.
- The members were notified that the Tri-County Office on Aging's (TCOA) Fiscal Year (FY) 2021 Annual Implementation Plan (AIP) amendment is available for review; this planning document is required under the Older Americans Act and Older Michiganians Act;
  - Typically, the Michigan Aging and Adult Services Agency (AASA) requires TCOA to ask local units of government to review and approve the plan; however, due to the COVID-19 Pandemic, AASA has initiated a simplified AIP process;
  - FY 2021 AIP updates are being considered amendments to last year's AIP which was previously approved by the Commission on Services to the Aging, and therefore will not require local unit of government approval;
  - With the exception of a FY 2021 budget, COVID-19 updates and any new programs, services, or objectives, the plan should be viewed as a continuation from the approved 2020-2022 Multi-Year Plan;
  - The Tri-County Aging Consortium Board of Directors reviewed and approved the FY 2021 Plan at their June 15, 2020 meeting; the TCOA Advisory Council previously reviewed and approved the Plan

as well;

- The full planning document and its attachments are available on the TCOA website at [www.tcoa.org/documents](http://www.tcoa.org/documents)

No action required.

#### PLANNING UPDATE

6. Ways and Means Committee Chairperson Stacey introduced Doug Riley, Community Development Director, to provide a planning update.

- PC-14-20 MA – Petition for Change of Zone/Map Amendment OR 158-20 (Public Hearing); Planning Commission recommends approval.

No action taken.

#### 2<sup>ND</sup> QUARTER BUDGET ADJUSTMENTS

7. Ways and Means Committee Chairperson Stacey introduced discussion regarding the 2nd quarter budget summary/adjustments.

- General fund revenue loss has been estimated at \$1.7 million for 2020 due to the pandemic; the reductions are from three primary sources: district court revenue (\$500,000), jail revenue (\$400,000), and state revenue sharing (\$750,000);
- The approved first quarter adjustments totaled \$550,000 and recommended second quarter adjustments total \$400,000 for a total general fund negative revenue adjustment of nearly \$1 million to date;
- The county learned yesterday that we should be able to recover \$500,000 from state revenue sharing by a distribution of federal coronavirus relief fund dollars due to a state budget deal; the remaining \$250,000 can be made up in cost savings;
- Discussion followed regarding the possibility of reimbursement from the CARES Act and FEMA; Administration has gathered information necessary to apply for funds that would reimburse payroll expenditures primarily for deputies, corrections officers and telecommunicators for the months of April and May;
- We also intend to apply for the one-time \$1,000 per employee hazard pay component which would also cover deputies, corrections officers and telecommunicators;
- There are also grants that cover costs related to providing a safe work environment for employees and the public throughout county facilities; these costs continue to be tracked going forward with reimbursement being sought per application guidelines;
- In addition to the previously discussed adjustments, it is recommended that we include another budget adjustment of \$10,000 for additional janitorial services at the Jail as a result of the pandemic.

**COMMITTEE RECOMMENDATION:** Commissioner Mitchell moved, seconded by Commissioner DeLong, to **recommend** the approval of the 2<sup>nd</sup> quarter budget adjustments as presented. Motion carried.

**BOARD ACTION:** Commissioner Stacey moved, seconded by Commissioner Mitchell to concur with the committee recommendation. Motion carried.  
(INSERT BUDGET ADJUSTMENTS)



GRANT REIMBURSEMENTS  
UNDER CARES ACT

**COMMITTEE RECOMMENDATION:** Commissioner Showers moved, seconded by Commissioner Washington, to **recommend** authorizing Administration to seek grant reimbursements as outlined:

- 1) CARES Act - Public Act 123 via State Treasury - Two components, reimbursement of hazard pay and payroll expenditures for public health and safety for the months of April and May.
- 2) CARES Act - Coronavirus Emergency Supplemental Fund via Michigan State Police - Allowable COVID-19 expenditures with specific dollar amounts allocated for the Sheriff (\$86,336), Courts (\$99,107) and Prosecutor (\$33,000).
- 3) FEMA - Public Assistance - Allowable reimbursement of COVID-19 expenditures such as PPE.

Motion carried.

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

MERS ACTUARIAL REVIEW  
FOR DEFINED BENEFIT  
PENSION PLAN

8. Ways and Means Committee Chairperson Stacey introduced Deputy Administrator Longnecker to discuss the MERS Actuarial Review for DB Pension.
  - Deputy Administrator Longnecker provided an executive summary of the MERS annual actuarial valuation report dated December 31, 2019; the funded ratio was 99% as of this date;
  - At the February 28, 2019 board meeting, the MERS Retirement Board adjusted the rate of return assumption from 7.75% to 7.35%; the new rate of return assumption is effective with the December 31, 2019 valuation.

No action required.

DECLARATION FOR A  
LOCAL "STATE OF  
EMERGENCY" EXTENDED

- 8A. Ways and Means Committee Chairperson Stacey introduced discussion regarding the continuation of the County's emergency declaration.

**COMMITTEE RECOMMENDATION:** Commissioner Washington moved, seconded by Commissioner Mitchell, to recommend authorizing the extension of the Declaration for a Local "State of Emergency" for Clinton County for a period of 30 days. Motion carried. (See page 2 of minutes for Board Action)

AUGUST COMMITTEE  
MEETING CALENDAR

9. Ways and Means Committee Chairperson Stacey introduced discussion regarding the August 2020 Open Meetings and Events Calendar.
  - Discussion followed regarding our future committee meetings; Administrator Wood advised the members that Emergency Order #220-110 is still active for our region (5) which limits our indoor gatherings to ten people;
  - The members agreed that the August meetings should continue to be held via zoom, however it is requested that we offer the visual component for all members and participants that wish to utilize this feature; thus all participants will have the option join the meeting via computer or telephone.

**COMMITTEE RECOMMENDATION:** Commissioner Pohl moved, seconded by Commissioner DeLong, to **recommend** the approval of the August 2020 Open Meetings and Events Calendar. Motion carried.

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

ACCOUNTS PAYABLE  
INVOICES PAID

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

**COMMITTEE ACTION:** Commissioner DeLong moved, seconded by Commissioner Mitchell, to approve the invoices paid from June 6 through July 2, 2020 in the amount of \$1,966,296.37. Motion carried.

CLINTON LAKES  
DEVELOPMENT PROJECT

10A. Ways and Means Committee Chairperson Stacey introduced Administrator Wood to discuss the Clinton Lakes Development Project.

- The members were provided with a written update from our Parks and Green Space Coordinator pertaining to the Clinton Lakes Development Project;
- The Clinton County Parks and Greenspace Commission has received the response that they were waiting for from the State Historic Preservation Office (SHPO) stating that no historic properties are affected with the Clinton Lakes Development Project;
- The Land & Water Conservation Grant application that was submitted for the Clinton Lakes Improvements is a federal pass through grant and funding is expected later this year upon appropriation from the State Legislature;
- The members are being asked to authorize a proposal from Spicer Group to survey the Clinton Lakes property and begin the design phase of the improvements;
- Administrator Wood emphasized that this project will dramatically improve access to the Clinton Lakes Park and recommends approval so that we can move forward with this project.

**COMMITTEE RECOMMENDATION:** Commissioner Washington moved, seconded by Commissioner Pohl, to **recommend** authorizing the proposal from Spicer Group to survey the Clinton Lakes property and begin the design phase of the improvements; proposal costs are not to exceed \$31,000. Motion carried.

**BOARD ACTION:** Commissioner Stacey moved, seconded by Commissioner Washington to concur with the committee recommendation. Brief discussion followed regarding the number of people using the parks this year. Commissioner Washburn thanked the park staff for their efforts in keeping the parks clean and everything running smooth. Motion carried.

COMMISSIONERS'  
COMMENTS

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

ADMINISTRATOR'S  
COMMENTS

12. Ways and Means Committee Chairperson Stacey requested comments from Administrator Wood. No action taken.

ADJOURNMENT OF  
COMMITTEE MEETING

13. Ways and Means Committee Chairperson Stacey adjourned the meeting at 10:06 a.m.

**HUMAN RESOURCES  
COMMITTEE MEETING**

Commissioner Pohl, Chairperson of the Human Resources Committee reported on a meeting held July 23, 2020.

ATTENDANCE AT  
COMMITTEE MEETING

**Members Present**

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

**Staff Present**

Craig Longnecker  
Penny Goerge  
Ryan Wood  
Diane Zuker  
Deb Sutherland

**Others Present**

Dru Mitchell – Clinton County Economic Alliance

CALL TO ORDER/APPROVAL  
OF AGENDA

1. Human Resources Committee Chairperson Pohl called the meeting to order at 10:06 a.m.

**COMMITTEE ACTION:** Commissioner Showers moved, seconded by Commissioner DeLong, to approve the agenda as amended. Motion carried.

Addition to agenda: Personnel Discussion – County Administrator Contract – 2A

PUBLIC COMMENTS

CLINTON COUNTY  
ECONOMIC ALLIANCE  
UPDATE

2. Human Resources Committee Chairperson Pohl requested limited public comments.
  - Dru Mitchell from the Clinton County Economic Alliance(CCEA) provided the following updates to the members:
    - o Over \$150,000 of the \$600,000 US EPA grant to the Tri-County Regional Brownfield Coalition has been allotted to projects; Commissioners are asked to share with their District constituents that plenty of funding remains for Brownfield assessment projects with a request that they contact Ms. Mitchell if there is a property in their municipality that may benefit from this funding;
    - o PM Environmental has started an in depth assessment on the Wilson Center on behalf of the new owner, Dymaxion;
    - o Information has been pushed-out to the Clinton County communities regarding the new Agricultural Safety and Small Business Restart Grants; Ms. Mitchell is prepared to answer questions for interested business owners or to assist with the online application process; applications are due August 5, 2020;
    - o The Agro Expo, scheduled for August 11-12, has had a format change to a virtual event;
    - o The CCEA Membership Meeting and Community Forum breakfast presentation by MSU President Samuel Stanley, Jr., scheduled for August has been postponed until an in-person event can be held, presumably in 2021;
    - o Courtesy of a grant from CEDAM (Community Economic Development Association of Michigan), the City of St. Johns, St. Johns DDA/PSD and CCEA have partnered to share the services of CEDAM Fellow Jonathan Bowman through July 2021; currently Jonathan’s CCEA assignment is managing the new website activities, future tasks will include joint projects between the three organizations as well as individual assignments.

No action required.

COUNTY ADMINISTRATOR  
CONTRACT

- 2A. Human Resources Committee Chairperson Pohl introduced discussion regarding the hiring of our new Deputy Administrator and County Administrator.
  - Deputy Administrator Longnecker notified the Board that Todd Campbell has accepted the Deputy Administrator position; Mr. Campbell comes to Clinton County from Saline and has a Master’s Degree in Public Administration; Mr. Campbell has held roles with different municipalities and has a wide range of experience in HR and budgeting that will benefit Clinton County;
  - Discussion followed regarding the contract parameters for our new County Administrator, Craig Longnecker; Chairperson Washburn informed the members that a special committee needs to be created to negotiate a contract for review, discussion and approval at the August Board of Commissioners Meeting.

**COMMITTEE RECOMMENDATION:** Commissioner Stacey moved, seconded by Commissioner Washington, to **recommend** appointing a special committee consisting of the Board Chair, Vice-Chair and HR Chair to negotiate the County Administrator’s contract for recommendation and approval at the August Board Meeting. Motion carried.

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

APPOINTMENT TO  
PLANNING COMMISSION

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

**COMMITTEE RECOMMENDATION:** Commissioner Mitchell moved, seconded by Commissioner DeLong, to **recommend** appointing Frank Trierweiler to the Planning Commission for the remainder of a three (3) year term expiring May 1, 2022. Motion carried.

**BOARD ACTION:** Commissioner Pohl moved, seconded by Commissioner Mitchell to concur with the committee recommendation. Chairperson Washburn called for further nominations. None were offered. Motion carried.

ADMINISTRATOR'S  
COMMENTS

4. Human Resources Committee Chairperson Pohl requested Administrator's Comments. There were none.

COMMISSIONERS'  
COMMENTS

5. Human Resources Committee Chairperson Pohl requested Commissioners' comments.
  - Commissioner Showers provided an update regarding current projects taking place with the Capitol Council of Governments (CAPCOG);
  - The Members briefly discussed the need for expanded internet capability in the County;
  - Chairperson Washburn briefly discussed environmental and sustainability type issues in Clinton County; he has asked Commissioner Washington to take the lead on developing a sustainability resolution/plan for Clinton County;
  - Commissioner Washington commented that he is excited about Chairperson Washburn's suggestion to pursue sustainability; he also provided updates on behalf of CMH, MSU, DeWitt Charter Township and the Mid-Michigan District Health Department;
  - Commissioner Pohl provided an update on behalf of the Clinton County Road Commission.

ADJOURNMENT OF  
COMMITTEE MEETING

6. Human Resources Committee Chairperson Pohl adjourned the meeting at 11:12 a.m.

END OF COMMITTEE  
REPORTS

COMMISSIONERS'  
COMMENTS

Chairperson Washburn called for Commissioners' comments.

Commissioner Washburn:

- Stated that video zoom will be introduced starting in August for the committee and board meetings; we need to keep in mind that we may experience some hiccups with attendees being dropped depending on bandwidth strength in certain areas of the county;
- Reminded the members to submit their expense vouchers in a timely manner to the Clerk for processing;
- Expressed his appreciation to all the county staff for all their efforts throughout these difficult times.
- Asked Clerk Zuker to provide an update on the August 4, 2020 Primary Election:
  - Clerk Zuker advised the members that she does not anticipate any significant delays in the election results being reported in Clinton County; The usual procedures are in place for reporting with results being transmitted electronically via modem; If we experience any delays it would be in the processing of the increased number of

absent voter ballots, however the local clerks have hired extra election inspectors to handle the processing; Additional specified trainings have been held this year with election inspectors related to the election processes, along with meetings via zoom with the local clerks in preparation for the election.

Commissioner Pohl:

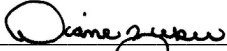
- Recognized Administrator, Ryan Wood and Deputy Administrator, Craig Longnecker for their leadership throughout these unusual times.

#### ADMINISTRATOR'S COMMENTS

Adminstrator Wood provided additional information related to the Cares Grants, noting that the State and Federal guidelines provided were very vague which made it difficult for staff to determine what could be included in the submission. Staff did the best they could with the information provided in completing the grant application. Decisions were made on behalf of the county to the best of the staff's ability. The grant was discussed with the county auditors, as well as Eaton and Ingham Counties. Administrator Wood signed the grant application on behalf of the county valued at \$970,000. This will be a significant reimbursement for the county if fully approved.

#### ADJOURNMENT

**BOARD ACTION:** With no further business to come before the Board, Commissioner Pohl moved, seconded by Commissioner Showers to adjourn the meeting at 9:48 a.m.

  
\_\_\_\_\_  
Diane Zuker, Clerk of the Board

NOTE: These minutes are subject to approval on August 25, 2020.