

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

DATE 08/25/2020

The Clinton County Board of Commissioners met on Tuesday, August 25, 2020 at 9:00 a.m. with Chairperson Kam Washburn presiding.

- Members of the public were advised that throughout the telephonic conference meeting they would be provided an opportunity to speak on specific matters and 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, Bruce DeLong, Kenneth B. Mitchell, Robert Showers, Dwight Washington and Adam Stacey.

COUNTY PERSONNEL

Craig Longnecker, Doug Riley, Deb Sutherland and Todd Campbell.

VISITORS

Patrick Feldpausch, Cindy Moser, Marcus Cheatham, David Parks, Mark Sandberg, Dru Mitchell and Walter Hoten.

AGENDA

The agenda was presented for review and approval.

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

APPROVAL OF MINUTES

The July 28, 2020 Board meeting minutes were presented for review and approval.

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

COMMUNICATIONS

There were no communications received.

ADMINISTRATOR'S REPORT

Craig Longnecker, County Administrator

- Briefly spoke about the 2021 Budget; Revenue sharing is still uncertain
- Michigan Association of Counties has advised that the public safety and public health payroll reimbursement has passed, however the amount requested will exceed the supplemental budget appropriation; this means that the Treasury will be prorating the reimbursements;
- Administrator Longnecker invited the new Deputy Administrator, Todd Campbell who began employment with Clinton County on Monday, August 24<sup>th</sup> to introduce himself to the Board. Mr. Campbell provided the members with his background, noting he grew up in the Cadillac area and has worked in Greenville, Sturgis and most recently the City of Saline as the City Manager. He is looking forward to working here in Clinton County.

MID-MICHIGAN DISTRICT  
HEALTH DEPARTMENT  
COVID-19 UPDATE

Marcus Cheatham, Director of the Mid-Michigan District Health Department (MMDHD) provided the following COVID-19 update for the period ending Friday, August 21<sup>st</sup>:

- Since February Clinton County has had 373 lab confirmed cases of COVID-19 and 81 probable cases for a total of 454;
- Deaths are steady at 13;
- Health care is getting much better at treating COVID, although saving lives is very expensive, it is better to prevent;
- There have been 13 cases for the week of August 15-21, which is steady;
- During the outbreak 722 people have been monitored or in quarantine; Currently we are monitoring 22 cases, which is a significant reduction, suggesting we are entering a lull in COVID activity;
- Currently there are about 155 people who are ill and 299 who have recovered. We remind you that some people labeled as "recovered" in fact have lingering symptoms, sometimes serious, including younger people;
- Health Department is not aware of anyone currently hospitalized;
- Cases jumped from 373 to 385 over the last weekend.

At this time, most cases are associated with family/household members. Many people find it very difficult to stop COVID from spreading to family members once it is acquired. We are seeing fewer people who have mingled in groups (bars, cookouts, parties, etc.). We can only hope that holds through Labor Day, coinciding with the effort to reopen schools. Seeing secondary infections within families, due to family members not separating themselves when there is illness.

During the past week there were fewer than 1,000 Clinton County residents tested for COVID in spite of many locations being open in the Lansing area. Neighboring counties generally test over 1,500 people. MMDHD is working diligently to find an effective way to make more testing available locally, bearing in mind the need to get results quickly and available to those actually tested. Testing supplies are still in shortage and competition for access to laboratories is fierce.

On Friday the August 21<sup>st</sup>, some members of the Emergency Operations Center met to talk about the problem of gyms being open in violation of Emergency Order 2020-160. Members of law enforcement said that several members of the public are disappointed that no action has been taken, while at the same time many others do not want to see small businesses that are operating safely victimized. The Health Department offered that it is under tremendous pressure to enforce the EO, but fears that doing so could be extremely expensive and ultimately accomplish little.

The group agreed that its goal is to reduce the potential harm to the public of

businesses operating unsafely. They asked the Health Department to study options for granting some kind of waiver to gyms that can demonstrate that they are operating safely. The Health Department reminded the group that it needs to treat all gyms in its district the same under the law. The Board of Health is meeting on August 26<sup>th</sup> and will take this matter up and report within the week.

Discussion followed amongst the Commissioners and Director Cheatham regarding the contact tracing flow chart provided by Director Cheatham and personalizing the chart to Clinton County.

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 Pohl 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. Discussion followed. Voting on the motion by roll call vote, those voting aye were Washington, Showers, DeLong, Stacey, Mitchell, Pohl and Washburn. Seven ayes, zero nays. Motion carried. (INSERT DECLARATION)

PUBLIC COMMENTS

Chairperson Washburn called for public comments.

- Andre Hudson, owner of Conquest Fitness spoke regarding the two gyms he operates in Clinton County located in DeWitt Township and East Lansing. They are doing everything they can to keep their businesses clean and safe for both their employees, as well as the public. They want to help their community, while at the same time keep their businesses running. He recognizes that this is a difficult situation and he hopes things will work in their favor. Mr. Hudson closed by thanking the Board for their time and doing everything they can to keep our community safe.
- Dru Mitchell, President/CEO of Clinton County Economic Alliance spoke regarding the census and getting good numbers for the county, particularly in a few areas of the county, one of which is primarily populated by MSU students.

ZONING

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

PC-15-20 MA  
CHANGE OF ZONE/MAP  
AMENDMENT OR 159-20  
A-2 GENERAL  
AGRICULTURE DISTRICT TO  
RR RURAL RESIDENTIAL  
DISTRICT  
WALTER HOTEN  
BINGHAM TOWNSHIP

PC-15-20 MA Petition for Change of Zone/Map Amendment OR 159-20 (Public Hearing) submitted by Walter Hoten requesting approval to rezone a portion of a property totaling 1.01 acre from A-2 (General Agriculture District) to RR (Rural Residential District) Parcel ID#19-030-028-100-005-00. The property is located at 1103 W. Parks Road, Section 28, Bingham Township.

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

**BOARD ACTION:** Commissioner Stacey moved, seconded by Commissioner DeLong to concur with the recommendation of the Planning Commission to approve the application for Change of Zone/Map Amendment submitted by Walter Hoten. Chairperson Washburn called for comments by the applicant. There were none. Voting on the motion by roll call vote, those voting aye were Stacey, Washington, Showers, Mitchell, Pohl, DeLong and Washburn. Seven ayes, zero nays. Motion carried.

PC-16-20 MA  
CHANGE OF ZONE/MAP  
AMENDMENT OR 160-20  
RR RURAL RESIDENTIAL  
DISTRICT TO AGRICULTURE  
RESIDENTIAL DISTRICT  
JON & DEBRA SIMPSON  
OLIVE TOWNSHIP

PC-16-20 MA Petition for Change of Zone/Map Amendment OR 160-20 (Public Hearing) submitted by Jon and Deborah Simpson to rezone two (2) properties totaling 7.18 acres from RR (Rural Residential District) to A-3 (Agriculture/Residential Transition District) Parcel ID#19-110-019-300-029-00, located at 8895 S. Airport Road and Parcel ID #19-110-019-300-033-00, which is vacant property located on W. Lehman Road, Section 19, Olive Township.

Director Riley reported that the Planning Commission reviewed this matter and recommended denial of the application. Since the Planning Commission meeting the applicants have decided to withdraw their application.

PA 116 FARMLAND  
APPLICATIONS

The following PA 116 Farmland Applications were submitted by review and approval:

- 2020-2 JA Smith Farms LLC, Greenbush Township, Section 14
- 2020-3 JA Smith Farms LLC, Greenbush Township, Section 14

**BOARD ACTION:** Commissioner Stacey moved, seconded by Commissioner DeLong to approve the PA 116 Farmland Applications and direct the Clerk to forward the applications to the State. Motion carried.

APPROVAL OF  
COMMISSIONERS'  
EXPENSE ACCOUNTS

Commissioners' expense accounts were presented for review and approval.

**BOARD ACTION:** Commissioner Stacey 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:

### WAYS & MEANS COMMITTEE MEETING

Commissioner Stacey, Chairperson of the Ways and Means Committee reported on a meeting held August 20, 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  
Peny Goerge  
Diane Zuker  
Phil Hanses  
Rob Wooten  
Eric Harger  
Deb Sutherland  
Doug Riley  
Tom Helms  
Krista Martin

#### **Others Present**

Todd Campbell  
Shawn Middleton and Robert Bowman, Spicer Group  
Dru Mitchell, Clinton County Economic Alliance

CALL TO ORDER/APPROVAL  
OF AGENDA

1. Ways and Means Committee Chairperson Stacey called the meeting to order at 2:02 p.m.

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

Additions to Agenda:

- Lawsuit Update ~ Withrow vs. Clinton County and the Clinton County Sheriff – 10A

PUBLIC COMMENTS

2. Ways and Means Committee Chairperson Stacey requested limited public comments.
  - Dru Mitchell from the Clinton County Economic Alliance provided an update regarding the 2020 census and briefly discussed the current status of the Wilson Center.

COUNTY CLERK PRIMARY ELECTION UPDATE

3. Ways and Means Committee Chairperson Stacey introduced Diane Zuker, Clinton County Clerk/Register of Deeds and Deb Sutherland, Chief Deputy Clerk/Register of Deeds to provide an update regarding the August 4, 2020 Primary Election.
  - Clerk/ROD Zuker reported to the members that voter turnout this year was 35.69% compared to 31.88% in 2018 and 20% in 2016; It was noted that ballot issues can play a big role in the turnout;
  - There were a number of preparations leading up to the election such as voter education, AV applications, PPE supplies, in-person trainings which were moved to Smith Hall to maintain social distancing, local clerk meetings held via zoom and troubleshooting with local clerks right up to election day eve;
  - This year the Clerk's Office used a new vendor for ordering ballots which created a huge cost savings and allowed them to order pre-folded ballots;
  - Discussion took place regarding the challenges and troubleshooting that took place with all of the precincts before, during and after the election;
  - Discussion followed regarding USPS delays and timely delivery of AV ballots; campaign finance compliance, and the impact of COVID-19;
  - It was noted that COVID-19 had minimal impact on the election; there were no complaints or issues with masks or maintaining social distancing;
  - The increase in AV ballot requests created a lot of extra work for the local clerks; however in the end, everything worked out in our precincts and it is less stressful for the poll workers to handle AV ballots in comparison to in-person ballots;
  - Overall the results were in good condition as only 5 out of 36 precincts were out of balance; of those five, only one was unresolvable;
  - The Clerk's office also stays very busy fielding questions from voters and candidates and handling paperwork;
  - November preparations are already underway.

No action required.

DRAIN COMMISSIONER FLOODPLAIN MAPPING STATUS UPDATE

4. Ways and Means Committee Chairperson Stacey introduced Phil Hanes, Drain Commissioner, to provide an update regarding the status of floodplain mapping.
  - Drain Commissioner Hanes reported that Spicer Group has been making progress on Phases I and II of the project to review FEMA's flood insurance rate maps per the agreement authorized by the Board last year;
  - Drain Commissioner Hanes participated in a virtual meeting with Spicer Group on June 24th and they were able to show some discrepancies between the published FEMA flood maps and the contour information we have available from the most recent LiDAR elevation data;
  - The aerial photography from this past spring should be available soon which will be useful to identify structures currently within the mapped floodplain that have the potential to be removed from the requirement to purchase flood insurance by going through the Letter of Map Amendment (LOMA) process;
  - Shawn Middleton and Robert Bowman from Spicer Group provided a brief overview of their findings and answered questions from the members; they plan to report back to the members in the fall with more

concrete results.  
No action required.

EQUALIZATION  
PROPERTY ASSESSING  
REFORM UPDATE FOR  
COUNTY DESIGNATED  
ASSESSOR OF RECORD

5. Ways and Means Committee Chairperson Stacey introduced Eric Harger from Equalization to discuss the Property Assessing Reform and the County Designated Assessor of Record.
- Mr. Harger notified the members that Michigan statute PA 660 now requires the appointment of an individual to serve as the County “designated assessor” within each county;
  - The appointment must be approved by means of an inter-local agreement between the County Board of Commissioners and a majority of the local units within the County and is subject to the final approval of the Michigan State Tax Commission;
  - In accordance with the statute the “designated assessor” for Clinton County must be certified as a Michigan Master Assessing Officer (MMAO);
  - The members were notified that Scott Cunningham is willing to assume the role of County Designated Assessor for the initial period of five (5) years for Clinton County;
  - The Members received a position description for the “designated assessor” and proposed language for the inter-local agreement; discussion followed regarding compensation which is proposed at \$2,400 per year for 5 years.

**COMMITTEE RECOMMENDATION:** Commissioner Pohl moved, seconded by Commissioner Showers, to **recommend** authorizing Scott Cunningham as the “designated assessor” and to proceed with the Clinton County Inter-local Agreement for County Designated Assessor, subject to review and approval by the local units. Motion carried.

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

EMERGENCY SERVICES  
REVISED PREFUNDING  
REQUESTS FOR 2018 AND  
2019 HOMELAND SECURITY  
GRANT PROGRAM

6. Ways and Means Chairperson Stacey introduced Tom Helms, Emergency Services Director, to discuss the prefunding requests.
- Emergency Services Director Helms informed the members that the Region 1 Fiduciary (Ingham County) has requested the revision of previously approved pre-funding requests of Clinton County’s share of 2018 and 2019 HSGP grant funds to now include the annual Regional Planner salary for the purpose of simplifying the accounting process and eliminating the previous “Planner Agreements” between Clinton County and the Regional Fiduciary (Ingham County).

**COMMITTEE RECOMMENDATION:** Commissioner Mitchell, moved, seconded by Commissioner DeLong, to **recommend** prefunding up to \$50,000 annually to fund the annual salary for the Regional Planner Position hosted by Clinton County. Clinton County will be reimbursed through the 2018 Homeland Security Grant Program (HSGP), which is administered, by the Region 1 Homeland Security Planning Board, Ingham County and the Region 1 Homeland Security Planning Board Fiduciary on behalf of Clinton County. This motion replaces the previous “Planner Agreement(s)”. Motion carried.

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

**COMMITTEE RECOMMENDATION:** Commissioner DeLong, moved, seconded by Commissioner Mitchell, to **recommend** prefunding up to \$50,000 annually to fund the annual salary for the Regional Planner Position hosted by Clinton County. Clinton County will be reimbursed through the

2019 Homeland Security Grant Program (HSGP), which is administered, by the Region 1 Homeland Security Planning Board, Ingham County and the Region 1 Homeland Security Planning Board Fiduciary on behalf of Clinton County. This motion replaces the previous "Planner Agreement(s)". Motion carried.

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

CAPITAL IMPROVEMENT  
REQUESTS

7. Ways and Means Committee Chairperson Stacey introduced Rob Wooten, Director of Facilities and Project Management/Deputy Emergency Manager, to discuss capital improvement requests.

COURTHOUSE AIR  
HANDLER UNIT VARIABLE  
FREQUENCY DRIVE  
REPLACEMENTS

A) Courthouse – Air Handler Unit Variable Frequency Drive Replacements:

**COMMITTEE ACTION:** Commissioner Showers moved, seconded by Commissioner Washington, to authorize up to \$35,000 for the air handler unit variable frequency drive replacements, as outlined in the capital improvement section of the 2020 budget. Motion carried.

COURTHOUSE ELEVATORS  
REPLACEMENT OF  
MECHANICAL AND  
ELECTRICAL CONTROL  
SYSTEMS

B) Courthouse Elevators – Replace Mechanical & Electronic Control Systems:

**COMMITTEE ACTION:** Commissioner Showers moved, seconded by Commissioner Washington, to authorize up to \$450,000 to update the courthouse elevators, as outlined in the capital improvement section of the 2020 budget. Motion carried.

ENERGY EFFICIENCY  
IMPROVEMENT PROJECTS

C) Energy Efficiency Improvement Projects:

**COMMITTEE ACTION:** Commissioner Washington moved, seconded by Commissioner DeLong, to authorize up to \$20,000 to implement energy efficiency improvement projects, as outlined in the capital improvement section of the 2020 budget. Motion carried.

MAINTENANCE  
HVAC PROJECT AT JAIL

D) Maintenance – HVAC Project at Jail:

- Last month the Board authorized up to \$40,000 to install A/C for the computer forensics office and new server room space at the jail since the existing HVAC infrastructure is incapable of providing adequate cooling for both of them;
- As stated last month, 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;
- The members were notified that that the lowest bid came in 10% over budget; it is recommended that the board authorize an additional \$5,000 so that we can continue to move forward with this project.

**COMMITTEE RECOMMENDATION:** Commissioner DeLong moved, seconded by Commissioner Washington, to **recommend** authorizing an additional \$5,000 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 DeLong to concur with the committee recommendation. Motion carried.

8. Ways and Means Committee Chairperson Stacey introduced Deputy Administrator, Craig Longnecker, to provide a preview of the 2021 budget process.
- Given the unusual nature of the budget process this year due to the pandemic, the uncertainty regarding state and federal funding, and the loss of charges for services revenue, Chairperson Stacey asked Administration to foreshadow the September presentation of the 2021 recommended budget;
  - In a typical year there would be a modest inflationary increase in the following year's budget; however, this year Administration is projecting an 8% decrease from the original 2020 budget;
  - While there is an anticipated increase in property tax revenue of \$400,000, that is more than offset by reductions in revenue sharing and charges for services; revenue sharing has been reduced by \$650,000, Jail revenue has been reduced by \$600,000 and District Court revenue has been reduced by \$700,000; combined with other revenue reductions, the original 2020 budget of \$24.5 million is anticipated to drop to \$22.7 million for 2021;
  - The voter approved 911 millage and subsequent bond issue secures 911 funding for both operational expenditures and capital upgrades, relieving the burden of subsidizing the 911 fund with general fund dollars; this, along with a less ambitious capital plan, allows for a general fund appropriation reduction of \$1.2 million to the public improvement fund and covers the majority of the net revenue loss described above;
  - The tentative 2021 recommended budget includes a general fund appropriation to the public improvement fund of \$300,000, with an additional \$500,000 coming from the delinquent tax fund for a total contribution of \$800,000; while not ideal, due to the delay of major capital projects, this amount should be sufficient to cover capital replacement needs;
  - Other savings were found throughout the budget including reductions in personnel; a reduction of 1 FTE in District Court occurred through layoff. One vacant corrections officer position is not recommended to be included in the 2021 budget as well as a vacant .5 FTE in the Treasurer's office; reorganization of Community Development will result in a .5 FTE reduction; therefore the tentative 2021 recommended general fund budget has been reduced by 3 FTEs;
  - Administration was approved to seek the CARES Act funding that was outlined in the 2nd quarter budget update last month; the tentative 2021 recommended budget is premised on receiving reimbursements for the payroll expenditures for public health and safety; the situation regarding these federal funds is fluid and adjustments will certainly need to be made as more information becomes available;
  - The Continuity of Operations Team (COOP) continues to meet on a regular basis in order to monitor and respond to departmental concerns regarding technology and health/safety issues; team members have put in many hours since the beginning of the pandemic; the revenue reductions outlined above will limit the ability to add resources; however, if current trends become permanent, resource reallocation may be warranted.

No action required.



EMERGENCY  
DECLARATION DISCUSSION

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

**COMMITTEE RECOMMENDATION:** Commissioner Pohl 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 3 of minutes for Board Action)

PLANNING UPDATE

10. Ways and Means Committee Chairperson Stacey introduced Doug Riley, Community Development Director, to provide a planning update.
- PC-15-20 MA – Petition for Change of Zone/Map Amendment OR 159-20 (Public Hearing); Planning Commission recommends approval;
  - Director Riley provided an update regarding the 2020 Census noting that Clinton County has had a 77% response rate, which ranks us 7th out of 83 counties in the State of Michigan; census efforts will continue until September 30, 2020.

No action taken.

LAWSUIT UPDATE  
WITHROW VS. CLINTON  
COUNTY AND THE CLINTON  
COUNTY SHERIFF

- 10A. Ways and Means Committee Chairperson Stacey introduced discussion regarding a county lawsuit update.
- The Members received a status report on the lawsuit for Withrow vs. Clinton County and the Clinton County Sheriff;
  - It is recommended that the committee accept the settlement as recommended by the county's legal counsel.

**COMMITTEE RECOMMENDATION:** Commissioner DeLong moved, seconded by Commissioner Pohl, to **recommend** accepting the settlement for the lawsuit matter involving Withrow vs. Clinton County and the Clinton County Sheriff, as recommended by the county's legal counsel. Motion carried.

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

SEPTEMBER 2020  
COMMITTEE MEETING  
CALENDAR

11. Ways and Means Committee Chairperson Stacey introduced discussion regarding the September 2020 Open Meetings and Events Calendar.
- The members were notified that the Parks and Green Space Commission Meeting has been moved from September 4<sup>th</sup> to September 11<sup>th</sup> at 8:30 a.m.

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

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

ACCOUNTS PAYABLE  
INVOICES PAID

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

**COMMITTEE ACTION:** Commissioner Showers moved, seconded by Commissioner Pohl, to approve the invoices paid from July 3 to August 7, 2020 in the amount of \$3,251,160.20. Motion carried.

COMMISSIONERS'  
COMMENTS

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

ADMINISTRATOR'S  
COMMENTS

14. Ways and Means Committee Chairperson Stacey requested comments from Administrator Wood.
  - Administrator Wood provided an update to the members regarding the status of the 911 project and discussed the current personnel status in the Central Dispatch Department;
  - Notified the members that the corrections unit has petitioned to change representation from CCLP to POAM; we are participating in a hearing regarding this matter on Monday, August 24<sup>th</sup>;
  - Lastly, Administrator Wood notified the members that Plante Moran Financial Advisor's (PMFA) retirement advisory practice has joined with CAPTRUST Financial Advisors to act as the county's fiduciary for the 457 Governmental Plan and Trust; thus it may become necessary to call a special meeting of the Trust Committee to review and authorize the assignment of the contract.

ADJOURNMENT OF  
COMMITTEE MEETING

15. Ways and Means Committee Chairperson Stacey adjourned the meeting at 3:50 p.m.

**HUMAN RESOURCES  
COMMITTEE MEETING**

Commissioner Pohl, Chairperson of the Human Resources Committee reported on a meeting held August 20, 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**

Todd Campbell

CALL TO ORDER/APPROVAL  
OF AGENDA

1. Human Resources Committee Chairperson Pohl called the meeting to order at 3:50 p.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.

COMMITTEE/COMMISSION  
APPOINTMENTS

3. Human Resources Committee Chairperson Pohl introduced discussion regarding appointments to various Committees and Commissions.
  - The members were notified that Shannon Schlegel officially announced her resignation from the Planning Commission; her last day on the Planning Commission will be October 1, 2020.

**COMMITTEE RECOMMENDATION:** Commissioner DeLong moved, seconded by Commissioner Stacey, to **recommend** appointing Sara Clark Pierson to the Planning Commission for the remainder of a three (3) year term beginning October 1, 2020 through May 1, 2022. Motion carried.

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

EMPLOYEE AND EMPLOYER  
DELEGATES TO MERS  
ANNUAL MEETING

4. Human Resources Committee Chairperson Pohl introduced discussion regarding the appointment of the employee and employer delegates to the 2020 MERS Annual Meeting that is taking place virtually on September 21-24, 2020.

**COMMITTEE RECOMMENDATION:** Commissioner Stacey moved, seconded by Commissioner Washington, to **recommend** the approval of Dan Gibson as the employee delegate and Cindy Moser as the alternate employee delegate to the 2020 MERS Annual Meeting as selected by secret ballot. Motion carried.

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

**COMMITTEE RECOMMENDATION:** Commissioner Stacey moved, seconded by Commissioner Washington, to **recommend** the appointment of Craig Longnecker as the officer representative and Todd Campbell as the alternate officer representative to the 2020 MERS Annual Meeting. Motion carried.

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

COUNTY ADMINISTRATOR  
CONTRACT

5. Human Resources Committee Chairperson Pohl introduced discussion regarding the County Administrator Contract.
- At the July 28<sup>th</sup> Board Meeting the Clinton County Board of Commissioners voted to appoint 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;
  - This special committee met on Wednesday, July 29<sup>th</sup> and came up with a draft contract for review by the board members; the term of the proposed agreement is from September 13, 2020 through September 13, 2023.

**COMMITTEE RECOMMENDATION:** Commissioner Showers moved, seconded by Commissioner Stacey, to **recommend** authorizing the County Administrator contract for a three-year period beginning September 13, 2020 through September 13, 2023. Motion carried.

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

ADMINISTRATOR'S  
COMMENTS

6. Human Resources Committee Chairperson Pohl requested Administrator's comments. There were none.

COMMISSIONERS'  
COMMENTS

7. Human Resources Committee Chairperson Pohl requested Commissioners' comments.
- Chairperson Washburn notified the members that the District Court recently had its first jury selection since March and it was extremely successful; it appeared the potential jurors were comfortable with the safeguards and processes put in place; Honorable Judge Sullivan has expressed her appreciation for everyone's efforts to keep the courts running in a safe manner;
  - The members briefly discussed a future meeting taking place with the Sheriff and the Mid-Michigan District Health Department to discuss the most recent emergency orders and determine how those will be handled;
  - Commissioner Showers provided an update regarding current projects taking place with the Capitol Council of Governments (CAPCOG);
  - Commissioner Pohl provided an update on behalf of the Clinton County Road Commission.

ADJOURNMENT OF  
COMMITTEE MEETING

8. Human Resources Committee Chairperson Pohl adjourned the meeting at 4:23 p.m.

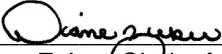
**END OF COMMITTEE  
REPORTS**

COMMISSIONERS'  
COMMENTS

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

ADJOURNMENT

**BOARD ACTION:** With no further business to come before the Board, Commissioner Mitchell moved, seconded by Commissioner Stacey to adjourn the meeting at 9:49 a.m.

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

NOTE: These minutes are subject to approval on September 29, 2020.