

CLINTON COUNTY BOARD OF COMMISSIONERS

Chairperson

Robert Showers

Vice-Chairperson

Kam J. Washburn

Members

David W. Pohl

Bruce DeLong

Kenneth B. Mitchell

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

DATE 09/24/2019

The Clinton County Board of Commissioners met on Tuesday, September 24, 2019 at 9:00 a.m. in the Clinton County Board of Commissioners Room, Courthouse, St. Johns, Michigan with Chairperson Robert Showers presiding.

MOMENT OF SILENCE AND
PLEDGE OF ALLEGIANCE

Chairperson Showers 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

Doug Riley, Fred Olmsted, Hon. Michelle Rick, Ryan Wood and Craig Longnecker.

VISITORS

Pete Preston, Elizabeth Pratt, Mark Simon, Tamra Ashley, Mallory McClelland and James McClelland.

AGENDA

The agenda was amended as follows:

- Move Clinton Area Transit System Update to the October 29th meeting;
- Move Tri-County Regional Planning - Residential Development Presentation to the November 26th meeting;
- Move Committee Reports to immediately after Presentation of Certificates of Appreciation;
- Add MIDC Agreement for 2019/2020;
- Add request to authorize continuation of State Grant Funded positions due to lack of State Budget

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

APPROVAL OF MINUTES

The following minutes were presented for review and approval:

- August 27, 2019 Board meeting minutes
- September 19, 2019 Human Resources Committee meeting closed session minutes

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Washburn to approve the minutes as printed. Motion carried.

COMMUNICATIONS

The following communications were received:

1. Alger County Resolution supporting the Carol Center in Tuscola County
2. Antrim County Resolution Opposing Trial Court Funding Interim Report
3. Baraga County Resolution Opposing Trial Court Funding Interim Report
4. Charlevoix County Resolution Opposing Trial Court Funding Interim Report
5. Hillsdale County Resolution Opposing Trial Court Funding Interim Report
6. Huron County Resolution Opposing Trial Court Funding Interim Report
7. Iosco County Resolution Opposing Trial Court Funding Interim Report
8. Marquette County Resolution Opposing Trial Court Funding Interim Report
9. Eaton County Resolution regarding Health and Rehabilitation Services Medicaid Audit
10. Baraga County Resolution supporting Enbridge's Line 5
11. Cheboygan County Resolution supporting Enbridge's Line 5
12. Arenac County Resolution opposing Legislation designating County Commissioner Candidates as non-partisan
13. Baraga County Resolution opposing Legislation designating County Commissioner Candidates as non-partisan
14. Wexford County Resolution opposing Legislation designating County Commissioner Candidates as non-partisan

BOARD ACTION: Commissioner Stacey moved, supported by Commissioner Washington to acknowledge receipt of the communications. Motion carried.

PRESENTATION OF CERTIFICATE OF APPRECIATION TO FRED OLMSTED

Chairperson Showers presented a Certificate of Appreciation to Fred Olmsted in recognition of his service to Clinton County over the last 42 years serving as a Juvenile Probation Officer and later serving as the Lead Senior Juvenile Services Officer. Fred thanked the Board for their support over the years.

PRESENTATION OF CERTIFICATE OF APPRECIATION TO JAMES MCCLELLAND

Chairperson Showers presented a Certificate of Appreciation to James McClelland for his many years of service to Clinton County as a member of the Zoning Board of Appeals, Ovid Township Board member, 4-H Board member and the Ovid Middlebury Emergency Services Board. Jim expressed his appreciation for the opportunity to serve Clinton County.

COMMITTEE REPORTS

The following are reports of Committee meetings:

WAYS & MEANS COMMITTEE MEETING

The Ways and Means Committee met September 12, 2019 for the purpose of discussing the 2020 Budget. There was no action taken at this meeting.

ATTENDANCE AT COMMITTEE MEETING

Members Present

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

Staff Present

Ryan Wood
 Craig Longnecker
 Tina Ward
 Penny Goerge
 Rob Wooten

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, supported by Commissioner Mitchell, to approve the agenda. Motion carried.

PUBLIC COMMENTS

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

2020 BUDGET INTRODUCTION

3. Ways and Means Committee Chairperson Stacey introduced discussion regarding the proposed 2020 Budget that is available for review on the Clinton County website.

INVESTMENT POLICY

Investment Policy: Ways and Means Committee Chairperson Stacey introduced Tina Ward, County Treasurer, to provide a brief overview and answer questions regarding Clinton County's investment policy.

- The County's investment policy closely follows Public Act 20 of 1943 (as amended) and is available for viewing on the county website;
- Safety of principal is the foremost objective of the investment program of the County of Clinton; investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio;
- Discussion followed regarding liquidity; the Treasurer structures the portfolio so that securities mature concurrent with specific cash flow needs to meet anticipated demands;
- Treasurer Ward briefly discussed investment types; it was noted that the return on investment is of secondary importance compared to the safety and liquidity objectives as stated above;
- Investment funds are diversified by investment types to eliminate the risk of loss resulting from over-concentration in a specific maturity, financial institution or class of securities;
- Treasurer Ward distributed charts that break down the County's investments by investment type and financial institution as of August 31, 2019; she emphasized that we monitor our financial institutions and their bank rating information on a quarterly basis to ensure they continue to be a viable option;
- A chart was also distributed summarizing the average investment interest per year from 2013 to now.

FINANCIAL REVIEW

Financial Review: Ways and Means Committee Chairperson Stacey introduced Craig Longnecker, Deputy Administrator to provide a financial review for Clinton County.

- Deputy Administrator Longnecker briefly discussed the taxable value projection; after growing at an average of 3.3% per year from 2015 to 2019 taxable value is projected to average 2.3% per year from 2019 to 2023; this assumes inflation will remain low and that an economic slowdown will temper the real estate market;
- A financial forecast was presented to the Board of Commissioners projecting that revenue will be less than expenditures beginning in 2022; this projection uses the following assumptions:
 - A 3% tax revenue increase is expected for 2020; inflation is projected at 2% with uncapping and new construction making up the difference; tax revenue is expected to slow from 2021-2023 averaging 2% per year due to an expected downturn in the economy;
 - Federal & State revenue is projected to be flat, although a downturn in the economy would put pressure on the State to reduce revenue sharing;
 - Charges for Services are projected flat, however jail revenue has not been stable and court revenue is contingent upon a resolution to the trial court funding issue;
 - Personnel expenditures are estimated to increase 2.5% per year;
 - With regard to appropriations, increased amounts for pension and capital improvements are built into the structure of the budget.
- Discussion took place regarding unassigned fund balance projections, target funding for OPEB, and DB Pension funding;
- Discussion followed regarding annual pension contributions; projected payments of \$2.4 million from 2019 to 2023 are required to maintain projected funding in the target range of 90%-110%; this will draw down the General Fund (GF) assigned pension reserve balance;
- Deputy Administrator Longnecker discussed upcoming public safety projects and the effects on the public improvement fund;
- In summary, due to the nature of local government financing in the State of Michigan revenue growth is limited, meeting pension obligations and capital improvement needs will continue to be challenging, and finding room in the budget for new programming will be very difficult.

PROPOSED BUDGET

Proposed 2020 Budget: Ways and Means Committee Chairperson Stacey introduced Ryan Wood, County Administrator and Craig Longnecker, Deputy Administrator to present the 2020 proposed budget.

- Administrator Wood and Deputy Administrator Longnecker highlighted the following information pertaining to the recommended 2020 Budget:
 - The total budget is recommended at \$47.3 million;
 - The recommended general fund budget is projected to be up over 12% from the current budget of nearly \$21.8 million to the 2020 budget of \$24.5 million; this increase was anticipated as recommendations made during the spring financial review are being implemented in the proposed budget;
 - These recommendations include fully budgeting for revenue sharing and decreasing previously established positive margins for projected property tax revenue and charges for services in order to increase contributions to the public improvement fund and defined benefit pensions;
 - The appropriation to the public improvement fund increased from \$600,000 to \$1.5 million with an additional \$500,000 coming from the delinquent tax fund for a total contribution of \$2 million;
 - The total annual contribution for defined benefit retirement has averaged \$3.7 million over the past five years; in order to maintain the desired funding level, \$2.4 million is included in the proposed budget;
 - The proposed operating millage for the July 2020 tax levy is recommended at the maximum allowable rate of 5.7976 mills; Headlee rollback provisions may, however, require a slight reduction to the recommended rate;
 - Discussion took place regarding revenues:
 - Property tax revenue – overall property tax revenue is projected to increase by 3% over 2019 and is budgeted at \$16.6 million for 2020;
 - The “charges for services” revenue category includes revenue from the jail, district court and clerk/register of deeds: revenue for this category has been moved slightly higher and is set at \$2.8 million for 2020;
 - One of the primary reasons for the conservative estimate is that revenue generated from jail housing contracts has trended down sharply; a primary cause of this reduction is the increase in local inmate population and the corresponding reduction in beds available for rental;
 - District Court revenue is the largest revenue source in this category; revenue for 2020 is budgeted at \$1.3 million;
 - A collections enforcement officer was established in the spring of 2017 to assist with collection of fines and costs; now that this collections program is well established a recent study shows that revenue on a per ticket basis has increased;
 - Revenue from the Register of Deeds is the third largest revenue source under the charges for services category; this revenue source trends with real estate activity and has increased in recent years; a conservative estimate has been used and revenue is set slightly upward at \$550,000;
 - The state and federal category is the third most significant source of revenue and has been set slightly higher at \$2.7 million for 2020;
 - State revenue sharing is the largest revenue in this category; in recent years this source has been budgeted significantly lower than state projections and this was warranted due to the state wavering on funding commitments; support for county revenue sharing has stabilized and the budget has been set at \$1.35 million or just below the 2018 funding level;

- The County is still required to comply with the County Incentive Program (website posting of dashboard and transparency reports) to secure the total revenue sharing allocation; noncompliance leads to a one/sixth reduction;
 - The balance of state and federal revenue is primarily comprised of several grant awards with offsetting expenditures; examples of grant programs include the Swift & Sure Probation Program, Crime Victim Support, Emergency Management, and Secondary Road Patrol, among others;
 - In summary, the revenue categories of property taxes, charges for services, and state and federal will account for 90% of general fund revenues in 2020; each of these categories contain variables that necessitate conservative revenue estimates; the revenue targets presented should be considered realistic, yet conservative.
- Discussion followed regarding expenditures:
 - A total of \$24.5 million is budgeted for expenditures from the general fund;
 - Total staffing is set to increase 1.00 full time-equivalents (FTE) and now totals 201.65;
 - Wages and salaries for non-union personnel are scheduled for a 2% increase in 2020; the same increase is scheduled for bargaining units with contracts for 2020;
 - Annual health insurance premium increases have averaged less than 3% over the past ten years; the 2019/2020 aggregate cost moved from 13% to 15% below the cap mandated by the State of Michigan; an allowance of 3% has been included for increases in the new plan year;
 - Administrator Wood briefly commented on specific departments and their activities; the members briefly discussed reallocating funds within the economic development budget.
- Discussion took place regarding pension liabilities:
 - Closure of the defined benefit (DB) retirement plan began when it was closed to new hires in the non-union division effective January 1, 2007; since that time all other divisions were closed, the last occurring with an effective date of March 1, 2015;
 - All new hires are now enrolled in a defined contribution (DC) retirement plan; currently there is roughly a 50/50 split between the two plans;
 - The cost of the DB plan has been volatile; the DB plan is funded based on the actuarial calculation of the annual required contribution (ARC) payment; In recent years the ARC payment was exceeded to account for unfunded liabilities in these closed divisions and, in turn, improved the funded ratio;
 - The most recent actuarial report indicates that the defined benefit pension is funded at 102%; a reasonable goal for the defined benefit plan going forward is a funding level between 90% and 110%;
 - In early 2019 MERS announced changes to the actuarial assumptions used to calculate the ARC payment; the most significant being the lowering of the return on investments rate from 7.75% to 7.35%; actuarial projections shows that the county will be required to pay nearly \$6 million more than previously projected over the next five years;
- Brief discussion took place regarding Other Post-Employment Benefits (OPEB):
 - OPEB is the financial term used to describe retiree health care benefits; the County established a retiree health care trust fund in 2002; as of the most recent actuarial valuation date, December 31, 2017, the plan is 143% funded;

- Discussion took place regarding the County's debt service; with the 2016 payoff of the debt on the construction of the health department, the County no longer has any primary government debt;
- It was noted that settlement costs for property tax tribunal claims have stabilized; the budget for this risk has been reduced from \$100,000 to \$10,000;
- Administrator Wood briefly discussed succession planning; as anticipated the rate of retirements has increased; through the first eight months of 2019 the county will have hired nineteen new employees; twelve of the nineteen represent retirements with an average of 30 years of service;
 - It is likely this trend will continue (potentially increase) and many positions/departments may require special attention; it is suggested that consideration be given to recruiting positions early to allow for an overlap with key long term employees; it is noteworthy that a near seamless transition is essential in certain instances; contingency funding is set higher than normal to accommodate this potential need;
- Administrator Wood discussed the indigent defense program; the County is required to implement eight standards promulgated by the Michigan Indigent Defense Commission; although the state has committed to reimburse county expenses beyond a predetermined base there may be unintended financial consequences; this program will require monitoring in the months and years ahead;
- The members briefly discussed the capital improvement project pertaining to central dispatch's current radio system which is reaching its end of life:
 - A decision has been made to transition the radio system to the State of Michigan's Public Safety Communication System (MPSCS); the MPSCS uses a "P25" system which is the de facto "standards based system" for public safety communication in the nation;
 - Given the uncertainty of funding for this system and other needed projects, the budget sets a \$1.5 million GF appropriation to the public improvement fund;
 - Discussion followed regarding a balanced approach to funding technological upgrades and ongoing operating costs of our 911 communications system; consideration is being given to a blended approach that would involve reducing the telephone surcharge and placing a public safety millage on the ballot;
- Administrator Wood noted that despite the challenges of funding the DB pension and capital project needs, there is a strong sense of pride and cautious optimism; economic signs are mixed regarding continuing economic growth, however elected officials and managers remain committed to containing and/or reducing costs;
- Administrator Wood further noted that the County has quality facilities, technology and equipment; the county has zero primary government debt, fully funded pension and OPEB programs and general fund reserves remain strong; Clinton County is particularly well positioned to move into 2020 and beyond.

COMMISSIONERS'
COMMENTS

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

ADJOURNMENT OF
COMMITTEE MEETING

5. Ways and Means Committee Chairperson Stacey declared the meeting adjourned at 10:53 a.m.

**WAYS & MEANS
COMMITTEE MEETING**

Commissioner Stacey, Chairperson of the Ways and Means Committee reported on a meeting held September 19, 2019.

ATTENDANCE AT
COMMITTEE MEETING

Members Present

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

Staff Present

Ryan Wood
Craig Longnecker
Penny Goerge
Phil Hanses
Doug Riley
Honorable Judge Sullivan
Rob Wooten
Kate Neese
Chris Collom

Members Excused

Adam Stacey
Ways & Means Committee Chairperson

Others Present

Douglas Van Essen of
Silver & Van Essen, P.C.

CALL TO
ORDER/APPROVAL OF
AGENDA

1. In the absence of Ways and Means Committee Chairperson Stacey, Human Resources Committee Chairperson DeLong called the meeting to order at 1:00 p.m.

COMMITTEE ACTION: Commissioner Pohl moved, supported by Commissioner Washington, to approve the agenda as amended. Motion carried.

Additions to Agenda:

- Security Update – 3C
- MDOC Agreement Renewal – 12A
- Southern County Park Discussion – Pratt Road Site – 12B

PUBLIC COMMENTS

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

CENTRAL DISPATCH
RADIO PROJECT

3. Central Dispatch – Radio Project:

LEGAL OPINION

- A. Legal Opinion: Human Resources Committee Chairperson DeLong introduced Douglas Van Essen, County Attorney from Silver & Van Essen, P.C. to provide a legal opinion pertaining to the radio project.
 - Attorney Van Essen provided a brief overview and answered questions regarding possible funding options for the central dispatch radio project;
 - Discussion followed regarding a balanced approach to funding technological upgrades and ongoing operating costs of our 911 communications system; consideration is being given to a blended approach that would involve reducing the telephone surcharge and placing a public safety millage on the ballot.

No action taken.

CONSULTANT SERVICES
AGREEMENT WITH
TELEVATE

- B. Consultant Services Proposal – Televate: Human Resources Committee Chairperson DeLong introduced Administrator Wood to discuss the proposal from Televate for professional services.
- Clinton County was identified as a potential client in the “Request for Proposals” solicited by Ingham County for consulting services related to the Michigan Public Safety Communication System (MPSCS) project;
 - Ingham County has since retained Televate as a consultant for their MPSCS project and Clinton County has been provided with a proposed agreement;
 - In anticipation of receiving a firm project proposal next month, it is suggested that we commit to retaining consulting services; the consultant will assist with evaluating the proposal and provide services throughout the implementation process;
 - Given the potential for interoperability with adjoining counties (Ingham County), the use of the same consulting group makes good sense.

COMMITTEE RECOMMENDATION: Commissioner Washburn moved, supported by Commissioner Mitchell, to **recommend** authorizing up to \$106,000 (plus incidentals) for the consultant services agreement with Televate, subject to the review and approval of legal counsel. Motion carried.

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

SECURITY UPDATE

- C. Security Update: Human Resources Committee Chairperson DeLong introduced Honorable Judge Sullivan to provide a security update to the members.
- Honorable Judge Sullivan provided a brief update to the members on behalf of the security committee that was created by mandate of the State Court Administrative Office (SCAO);
 - The members were provided with a brief overview of the building updates that have been completed to enhance security;
 - Honorable Judge Sullivan discussed the importance of having employee IDs at the courthouse and recommends that we switch to employee ID badges that would replace FOBs;
 - Deputy Administrator advised the members that the County already has the necessary equipment in place to make this transition and it can be done at a nominal cost;
 - The members are supportive of this recommendation.

No action required.

FACILITY ENERGY
EFFICIENCY STUDY

4. Human Resources Committee Chairperson DeLong introduced discussion regarding capital improvements for 2020.
- Discussion took place regarding the proposed 2020 Major Capital Improvements Budget (available on Clinton County website);
 - Facilities Director Wooten provided a brief overview and answered questions regarding some major equipment replacement projects planned for 2020 including the courthouse elevator equipment replacement project, electronically actuated valves at the jail and jail shower coatings; discussion also took place regarding the courthouse electric study;
 - Brief discussion took place regarding the energy improvement plan:
 - The LED lighting conversion project scheduled for 2019 has been completed at the Jail, Animal Shelter and Health Department;

- Consumers Energy has a new program available where they will pay for a facility energy efficiency study to be completed if the owner agrees to fund a portion of the suggested improvements with the shortest payback period;
- Our goal is to have a study covering the Courthouse, Jail, Health Department, Maintenance building and Smith Hall completed in 2019 through this program and utilize funds remaining in the 2019 Energy Efficiency (LED Lighting) project to fund the required project implementation;
- The 2020 Energy Efficiency Improvement Project will allow for the completion of the LED lighting conversion at the courthouse and implement additional improvements based on findings of the facility studies; Consumers Energy rebates will likely be available for any of these improvements.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, supported by Commissioner Washington, to **recommend** authorizing a facility energy efficiency study to be completed through the Consumers Energy program for the Courthouse, Jail, Health Department, Maintenance building and Smith Hall. Motion carried.

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

MAINTENANCE REQUEST
TO ORDER VEHICLES FOR
SHERIFF'S OFFICE AS
PROPOSED IN 2020
BUDGET

5. Human Resources Committee Chairperson DeLong introduced Rob Wooten, Facilities Director, to discuss a capital improvement request.
 - The 2020 proposed budget includes \$148,000 for the replacement of four patrol vehicles at the Sheriff's Office including three Tahoes and one Explorer;
 - The 2021 Tahoe will be a new body style so Chevy is only taking orders for the 2020 Tahoes through the end of this month; if we wait for a 2021 model, the existing light bars and equipment consoles likely will not fit and need to be replaced;
 - Placing an order for three 2020 models allows us to utilize existing equipment, saving roughly \$15,000 and will allow us to stay on our regular replacement schedule rather than having to wait until late 2020 by which time the three existing vehicles would have significantly above average mileage.

COMMITTEE RECOMMENDATION: Commissioner Washburn moved, supported by Commissioner Mitchell, to **recommend** approving the order for three 2020 Chevy Tahoes at the Sheriff's Office in the amount of \$110,000 as outlined in the proposed 2020 budget. Motion carried.

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

RESOLUTION 2019-15
PLEDGING FULL FAITH AND
CREDIT OF THE COUNTY
TO BACK THE SALE OF THE
WESTPHALIA AND RILEY
DRAIN NOTES

6. Human Resources Committee Chairperson DeLong introduced Phil Hanes, Drain Commissioner, to discuss a request for the County to pledge full faith and credit for the Westphalia and Riley Drain Notes.
 - The Westphalia and Riley Drain was petitioned for improvements in 2017; construction plans were developed, easements acquired and bids were opened on September 6, 2019;
 - The computation of cost for the project is set at \$370,000 and the assessment is planned to spread over ten years;
 - Drain 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;

- Dickinson Wright PLLC has reviewed the drain proceedings to date and found them in compliance with the Drain Code; a bid opening for the note sale is planned for October 16, 2019.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, supported by Commissioner Washburn, to **recommend** approving a resolution pledging the full faith and credit of the County to back the sale of the Westphalia and Riley Drain Notes. Motion carried.

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

WASTE MANAGEMENT

7. **Waste Management:**

RESIDENTIAL RECYCLING
OPTIONS AND COSTS

- A. **Clinton County Residential Recycling Options and Costs:** Human Resources Committee Chairperson DeLong introduced Kate Neese, Waste Management Coordinator, to provide an annual report on the activities related to the rural recycling program.
- Discussion took place regarding how much material has been collected through the rural recycling program since its inception;
 - The department offers a wide range of outreach services to educate residents and businesses on ways to reduce, reuse, recycle, compost, and properly dispose of problem waste materials; future initiatives are always being developed.

COMMITTEE RECOMMENDATION: Commissioner Washburn moved, supported by Commissioner Pohl, to **recommend** accepting the annual report for the Clinton County Rural Recycling Program and place on file. Motion carried.

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

MICHIGAN DEPARTMENT
OF ENVIRONMENTAL
QUALITY TIRE GRANT

- B. **Michigan Department of Environmental Quality Tire Grant:** Ways and Means Committee Chairperson introduced Kate Neese, Waste Management Coordinator, to discuss the annual scrap tire grant application.
- If approved, this regional grant would cover the cost of three scrap tire trailers for the spring Clean Community Event; it would allow our department to accept tires free of charge at the spring event, potentially increasing participation in the program;
 - Eaton County will act as fiduciary for the grant and will handle all paperwork involved between the DEQ, the Eaton County Controller and the contracted tire processor.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, supported by Commissioner Mitchell, to **recommend** approving Clinton County's participation in the annual Michigan Department of Environmental Quality Tire Grant. Motion carried.

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

2020 CENSUS DISCUSSION

8. Human Resources Committee Chairperson DeLong introduced Doug Riley, Community Development Director, to discuss the 2020 Census.
- Director Riley provided a brief update of our internal (county) efforts to date in preparation for the upcoming census;
 - The members discussed the importance of local officials and leaders in helping to reach the hard-to-count populations within their respective communities.

No action taken.

PLANNING UPDATE

9. Human Resources Committee Chairperson DeLong introduced Doug Riley, Community Development Director, to provide a planning update.
- PC-152-19 – Proposed Zoning Ordinance Language Amendment (Public Hearing); Planning Commission recommends approval.
- No action taken.

HOLIDAY/EMPLOYEE APPRECIATION LUNCHEON

10. Human Resources Committee Chairperson DeLong introduced discussion regarding the 2019 Holiday/Employee Appreciation Luncheon.

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, supported by Commissioner Pohl, to **recommend** authorizing funding of up to \$3,000 for a Holiday/Employee Appreciation Luncheon on Friday, December 20, 2019 and close the Courthouse from 11:30 a.m. to 1:00 p.m. for employees to attend. Motion carried.

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

OCTOBER MEETING CALENDAR

11. Human Resources Committee Chairperson DeLong introduced discussion regarding the October 2019 Open Meetings and Events Calendar.

COMMITTEE RECOMMENDATION: Commissioner Pohl moved, supported by Commissioner Washington, to **recommend** the approval of the October 2019 Open Meetings and Events Calendar. Motion carried.

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

ACCOUNTS PAYABLE INVOICES PAID

12. Human Resources Committee Chairperson DeLong introduced discussion regarding the Accounts Payable Invoices Paid.

COMMITTEE ACTION: Commissioner Mitchell moved, supported by Commissioner Washburn, to approve the invoices paid from August 3 through September 6, 2019 in the amount of \$1,064,105.62. Motion carried.

RESOLUTION 2019-16 AUTHORIZING 1 YEAR RENEWAL OF BED RENTAL AGREEMENT WITH THE MICHIGAN DEPARTMENT OF CORRECTIONS

- 12A. Human Resources Committee Chairperson DeLong introduced discussion regarding a renewal agreement with the Michigan Department of Corrections (MDOC).
- MDOC has offered a one (1) year renewal to our agreement for housing male parole violators at the Jail for participation in the Intensive Detention Reentry Program (IDRP);
 - This agreement extends the end date of our original agreement to allow for the second option year to be executed.

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, supported by Commissioner Washburn, to **recommend** adopting a resolution authorizing a one (1) year renewal to the agreement between the State of Michigan, Department of Corrections and Clinton County and Clinton County Sheriff's Office (Contract #1800000034) and further authorizing the County Administrator/Controller to sign any necessary agreements consistent with this resolution. Motion carried.

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

SOUTHERN COUNTY PARK
DISCUSSION – PRATT
ROAD SITE

- 12B. Human Resources Committee Chairperson DeLong introduced discussion regarding a potential grant application for park property in Riley Township.
- The Parks and Green Space Commission has recommended exploration into a sand and gravel mining operation on Pratt Road in Riley Township and the Ways and Means Committee desires to continue exploring this option to determine its viability as a potential water-based park in southern Clinton County;
 - Administrator Wood recently met with the owner of the property and provided an update with regard to appraisals and grants requirements;
 - Parks and Green Space Coordinator, Tom Olson, will begin pulling together an application for a development grant and a formal request will come back to committee next month.

No action taken.

COMMISSIONERS'
COMMENTS

13. Human Resources Committee Chairperson DeLong requested Commissioners' comments. There were none.

ADMINISTRATOR'S
COMMENTS

14. Human Resources Committee Chairperson DeLong requested comments from Administrator Wood. There were none.

ADJOURNMENT OF
COMMITTEE MEETING

15. Human Resources Committee Chairperson DeLong adjourned the meeting at 3:09 p.m.

**HUMAN RESOURCES
COMMITTEE MEETING**

Commissioner DeLong, Chairperson of the Human Resources Committee reported on a meeting held September 12, 2019.

ATTENDANCE AT
COMMITTEE MEETING

Members Present

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

Staff Present

Ryan Wood
Craig Longnecker
Penny Goerge

Members Excused

Adam Stacey

CALL TO ORDER/APPROVAL
OF AGENDA

1. Human Resources Committee Chairperson DeLong called the meeting to order at 3:15 p.m.

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

PUBLIC COMMENTS

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

CLOSED SESSION TO
DISCUSS
TELECOMMUNICATORS
(POAM) COLLECTIVE
BARGAINING

3. Human Resources Committee Chairperson DeLong requested a motion to proceed to closed session for the purpose of discussing collective bargaining with the Telecommunicators (POAM).

COMMITTEE ACTION: Commissioner Mitchell moved, supported by Commissioner Pohl, to proceed to closed session for the purpose of discussing collective bargaining with the Telecommunicators (POAM). Voting on the motion by roll call vote, those voting aye were Pohl, Washington, Washburn, Mitchell and DeLong. Five ayes, zero nays. Motion carried.

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

COMMITTEE/COMMISSION APPOINTMENTS

4. Human Resources Committee Chairperson DeLong introduced discussion regarding appointments to various Committees and Commissions.

APPOINTMENT TO DEPARTMENT OF HEALTH AND HUMAN SERVICES

COMMITTEE RECOMMENDATION: Commissioner Mitchell moved, supported by Commissioner Pohl, to **recommend** reappointing Clare Feldpausch to the Department of Health and Human Services Board for a three (3) year term expiring October 31, 2022. Motion carried.

BOARD ACTION: Commissioner DeLong moved, supported by Commissioner Mitchell to concur with the recommendation of the committee to reappoint Clare Feldpausch to the Department of Health and Human Services Board. Chairperson called for further nominations. None were offered. Motion carried.

COMMISSIONERS' COMMENTS

5. Human Resources Committee Chairperson DeLong requested Commissioners' comments.

- Commissioner Showers:
 - Provided an update on behalf of the Capitol Council of Governments;
 - Briefly discussed conducting a commissioners salary survey and increasing the per diem rate;
- Commissioner Washburn provided an update on behalf of the Clinton County Road Commission and discussion took place regarding the Coleman Road project;
- Commissioner Pohl provided a Community Mental Health Update;
- Commissioner Washington provided updates on behalf of the Mid-Michigan District Health Department and Tri-County Office on Aging;
- Commissioner Mitchell provided an update on behalf of the Clinton Task Force on Employment;
- Commissioner Delong provided updates on behalf of Clinton Area Transit System Board and Mid-Michigan District Health Department.

ADMINISTRATOR'S COMMENTS

6. Human Resources Committee Chairperson DeLong requested comments from Administrator Wood.

- Administrator Wood provided an Administrator's Report to the Members.

No action taken.

ADJOURNMENT OF COMMITTEE MEETING

7. Human Resources Committee Chairperson DeLong adjourned the meeting at 4:07 p.m.

END OF COMMITTEE REPORTS

MICHIGAN INDIGENT DEFENSE COMMISSION CONTRACT(MIDC) AND OTHER GRANT FUNDED AGREEMENTS

Ryan Wood, County Administrator introduced discussion precipitated by the lack of a State Budget for 2019/2020 regarding the Michigan Indigent Defense Commission (MIDC) Contract and several other grant funded positions within the County. In particular the State Office of Licensing and Regulation (LARA) has offered a grant amendment for the use of unexpended FY2019 funds to continue the MIDC contract until the end of 2019. Further, several other grant programs, services and positions would be impacted due to lack of a state budget. It would be extremely disruptive if the county was unable to continue with these programs, services and positions. In view of the County's policy, Administrator Wood is apprising the members of the impact if the State fails to adopt a budget by October 1st and is asking the Board to authorize the continuation of these programs, services and positions. The financial implication to the county would be approximately \$15,000.

BOARD ACTION: Commissioner Washburn moved, supported by Commissioner Pohl to authorize the signing of an Amendment Agreement to extend the MIDC Contract until the end of 2019 and further authorize the

continuation of other grant funded programs, services and positions through the end of October, 2019. Discussion followed. Hon. Michelle Rick stressed the importance of continuing these programs and services as they a vital to the courts. Motion carried unanimously.

ADMINISTRATOR'S REPORT

Ryan Wood, County Administrator advised the members that he received feedback from legal counsel on the Televate Agreement for consulting services. Mr. Wood noted that there were a few relatively minor issues which have been discussed with Televate and we are now ready to move forward.

COMMISSIONER STACEY
EXCUSED

Commissioner Stacey was excused from the meeting at 9:35 a.m.

PUBLIC COMMENTS

Chairperson Showers called for public comments.

- Elizabeth Pratt from National Alliance on Mental Illness (NAMI) Lansing and resident of Watertown Township informed the members that NAMI is a local volunteer organization that provides education, support and advocacy for individuals suffering from mental illness and their families. NAMI signature programs are free of charge and are led by trained volunteers. Ms. Pratt shared a brochure describing their programs and a flyer on their upcoming Mental Illness Awareness Week scheduled from October 6 – 12. NAMI has several community partners who will participate in presentations during Mental Illness Awareness Week. Ms. Pratt encouraged the members to direct their constituents and others in the community to NAMI to attend their programs and learn about the resources they have to offer.
- Tamra Ashley, resident and member of Victor Township Planning Commission spoke to the members about the increase in marihuana use. She noted that Victor Township Planning recently had Michigan Township Association Legal Counsel provide an educational session for the members to help them make an informed decision on their Marihuana Ordinance. Ms. Ashley advised the members that in her profession as a Registered Nurse, she is extensively employed in the maternal/child area. In her role as nurse she is seeing a significant increase in use by moms giving birth and in the news we are seeing babies/children getting access to edibles. Ms. Ashley urged the members to consider adding additional funds to the budget to deal with the rise in EMS runs, Child Protective Services cases, etc. as we will see an increase due to Marihuana being more accessible. She personally does not feel having establishments will help our community, even though she understands that there is potential for increased revenues for counties by having marihuana business establishments. By allowing these types of establishments and making it more accessible, will be facing an upturn in crime rates, mental health issues, etc. Our community has a good reputation. The county needs to stand up against marihuana establishments and make the county ordinance more restrictive. She would like to see our county take a strong look at this issue and put our money into more positive things in the community, rather than dealing with the issues as a result of the increase usage.

ZONING

Chairperson Showers introduced Doug Riley, Community Development Director to present the following zoning matter for Board consideration:

OR 152-19 ZONING ORDINANCE LANGUAGE AMENDMENT REGARDING RECREATIONAL MARIHUANA ESTABLISHMENT PROHIBITION

OR 152-19 Proposed Zoning Ordinance Language Amendment to add a new subsection under Article 5, General Provisions, Section 532 - Recreational Marihuana Establishments Prohibition:

Marihuana establishments, as defined in Michigan Initiated Law 1 of 2018, commonly known as the Michigan Regulation and Taxation of Marihuana Act, are a prohibited use in all zoning districts within the boundaries of Bingham, Duplain, Eagle, Essex, Greenbush, Lebanon, Olive, Ovid, Riley, Victor and Westphalia Townships, each of which has adopted an ordinance prohibiting such marihuana establishments.

Director Riley noted that this does not regulate personal use, but it does however restrict business establishments such as retailers, commercial growers, processors, safety compliance facilities, secure transporters and micro businesses a/k/a mom and pop shops. Pursuant to statute, each of the general law townships listed above fall under the county's zoning administration and have officially opted out of allowing any of the recreational business in their jurisdictions. The purpose of this proposed language amendment is to incorporate these jurisdictions into the county ordinance as not allowing medical marihuana establishments in their jurisdictions. Director Riley advised the members that this matter has also been reviewed by legal counsel.

Chairperson Showers called for comments and/or questions.

- Commissioner Washburn noted that many of the Townships have been contacted by individuals inquiring as to whether or not the Township allows such a business. Commissioner Washburn asked Director Riley if there is some boiler plate language available to assist the Townships in responding uniformly to such inquiries. Director Riley advised members that he will reach out to the Townships via letter and advise the local jurisdictions that the ordinance language is available on the County's website.
- Director Riley also noted that starting in October the State will begin accepting applications for establishments. The State has an on-line list of all jurisdictions in Michigan who have opted out. The State will utilize the list when receiving applications for establishments to determine whether or not they are allowed in an area before proceeding with an application.
- Tamra Ashley followed up advising the Board members that the Michigan Township Association's legal counsel informed Victor Township as part of their presentation that these businesses are searching for avenues to start marihuana businesses in Clinton County in view of our location.

BOARD ACTION: Commissioner Pohl moved, supported by Commissioner Mitchell; to concur with the recommendation of the Planning Commission to approve the Language Amendment as presented. Voting on the motion by roll call vote, those voting aye were Mitchell, Pohl, Washburn, DeLong, Washington and Showers. Six ayes, zero nays, one absent. Motion carried.

PA116 FARMLAND APPLICATIONS

The following PA116 Farmland Application was presented for review and approval:

- 2019-10 Hickory Hill Land, LLC – Bengal Township, Section 29
Robert J. Boettger, Treasurer and Marylu Boettger, President

BOARD ACTION: Commissioner Pohl moved, supported by Commissioner Washburn to approve the PA116 Farmland Application and direct the Clerk to forward the application to the State of Michigan. Motion carried.

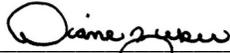
APPROVAL OF COMMISSIONERS' EXPENSE ACCOUNTS

Commissioners' expense accounts were presented for review and approval.

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

ADJOURNMENT

With no further business to come before the Board, Chairperson Showers declared the meeting adjourned at 9:43 a.m.



Diane Zuker, Clerk of the Board

NOTE: These minutes are subject to approval on October 29, 2019.