

CLINTON COUNTY BOARD OF COMMISSIONERS

Chairperson

Kam J. Washburn

Vice-Chairperson

Bruce DeLong

Members

David W. Pohl

Kenneth B. Mitchell

Robert Showers

Dwight Washington

Adam C. Stacey

COURTHOUSE
100 E. STATE STREET
ST. JOHNS, MICHIGAN 48879-1571
989-224-5120



Administrator
Craig Longnecker
Clerk of the Board
Diane Zuker

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

DATE 10/13/2020

The Clinton County Board of Commissioners met on Tuesday, October 13, 2020 at 6:00 p.m. with Chairperson Kam Washburn presiding.

- This meeting was published as a virtual meeting. Based on the advice of legal counsel we are proceeding with a virtual meeting. The record should reflect that we have done everything to make this meeting legal.
- Chairperson Washburn also noted that we have found holding the meetings virtually has made it easier for public participation.
- Members of the public in attendance will have an opportunity to speak. 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, Todd Campbell and Deb Sutherland.

VISITORS

None

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.

PUBLIC HEARING
PROPOSED 2021 COUNTY
BUDGET AND MILLAGE

Chairperson Washburn called for a motion to open the public hearing as required by the Uniform Budgeting and Accounting Act on the proposed 2021 County Budget and Millage, which is scheduled for adoption at the October 27, 2020 Board Meeting.

BOARD ACTION: Commissioner Pohl moved, supported by Commissioner Stacey to open the public hearing. Motion carried unanimously.

Administrator Craig Longnecker and Deputy Administrator Todd Campbell presented the proposed 2021 County Budget. Publication requirements have been met for the budget hearing. The budget was also discussed in detail at a Ways and Means Committee meeting in September.

Administrator Longnecker noted that early on in the budget process there was a significant amount of uncertainty due to the pandemic. He thanked the department heads for helping advance the budget process this year.

- The County is in sound financial condition
- Each fund is balanced
- The 2021 maximum allowable millage rate is 5.7691 and is the rate proposed to be levied to support the proposed budget. However, Headlee rollback provisions may require a slight reduction to the recommended rate.
- Taxable Value is projected to increase 2.4%
- The General Fund Budget decreased \$1.8 million and now totals \$22.7 million

Total County Taxable Value - \$3 Billion:

- 70% Residential
- 13% Commercial
- 10% Agricultural
- 5% Personal
- 2% Other

It was noted that the County's Taxable Value grew an average of 2.7% per year from 2015 to 2020 and is expected to grow an average of 2% per year from 2020 to 2024, assuming inflation will remain low and that an economic slowdown will temper the real estate market.

Financial Forecast:

- As part of the budget report, Deputy Administrator, Todd Campbell provided the members with the financial forecast for the years, 2021, 2022, 2023 and 2024 depicting the General Fund Revenues, General Fund Expenditures and Net Projections for each of these years.

- **Revenue Summary \$22.7 Million:**

- 75% Property Taxes
- 6% is derived from charges for services, which mainly consists of District Court, Jail and Register of Deeds revenue
- 2% Other Financing (This has dropped to 0% as this is where the county previously included the \$4.1 million in debt retirement)
- 9% Federal & State (About 50% of this is Revenue Sharing)
- 6% Other Revenue sources
- 1% Interest & Rents
- 1% Licenses & Permits
- 1% Fines & Forfeits
- 0% Local Unit

- **Expenditure Summary \$22.7 Million:**

- 46% General Government
- 35% Public Safety
- 7% Health & Welfare
- 10% Other
- 1% Community & Economic Development
- 1% Recreation & Culture
- 0% Public Works

General fund staffing levels are at 150 FTE's for 2021, which is down from 153 in 2020.

Public Safety Projects for 2021 - \$8,400,000:

- Jail Renovations – Booking - \$5,400,000
- Maintenance Expansion – Sheriff Vehicles - \$1,000,000
- Jail Renovations – Training Facility - \$2,000,000

Initiatives designed to address ongoing financial challenges:

- Manage legacy costs
- Manage personnel costs
- Gain efficiencies through technology
- Cooperative efforts

Defined Benefit Pension Funding:

- Funding dropped for 2020 due to reduction in interest rate assumption from 7.75%-7.35%
- Currently 95% funded
- Projected to remain at 95% funded in 2021

Target Funding for Pensions:

- A reasonable target for pension funding is 90%-110%
- The current funding level as of 12/31/2019 is 99%
- The investment rate assumption is now 7.35%
- Annual contributions of \$2.4 million are recommended for 2020-2024

OPEB Funding:

- A reasonable target for OPEB funding is 100%-120%
- The current funding level as of 12/31/2019 is 127%, which was the date of the last full actuarial analysis
- Funding is anticipated to return to the target funding range over the next few years
- Even though no annual contribution is currently required, a 2% annual charge to payroll is recommended and is included in the proposed 2021 budget.
- The retiree health care trust fund is stable

Health Care Renewal Costs:

- Increases were under 5% from 2015 thru 2019
- For 2020 the increase was 9%

Technology Initiatives:

- Implementing Cybersecurity Controls
- Comprehensive Emergency Alert System
- Agenda Software
- Contract Imaging
- Sheriff Body Cameras
- Scan/Archive Planning/Zoning Files
- Plan Prosecutor Document Imaging

Cooperative Efforts:

The county continues to work on numerous cooperative efforts between surrounding counties, local units of government, various agencies and boards.

- General Government:
 - 29th Circuit Journey Court (Clinton, Gratiot)
 - Clinton County/MSU Extension
 - Clinton/Gratiot 29th Judicial Circuit Court
 - Clinton/St. Johns Facility Agreement
 - Mid-Michigan Regional Sobriety Court (Clinton, Gratiot, Montcalm)
 - Regional Mental Health Court (Clinton, Gratiot, Montcalm, Ionia)
 - Swift & Sure Sanctions Program (Clinton, Gratiot)
- Health and Welfare:
 - Clinton/Eaton Department of Health and Human Services
 - Community Mental Health CEI (Clinton, Eaton, Ingham)
 - Ingham/Clinton Veterans Affairs

- Mid-Michigan District Health Department (Clinton, Gratiot, Montcalm)
- Tri-County Office on Aging (Clinton, Eaton, Ingham)
- Public Safety:
 - Clinton County 911
 - Local Law Enforcement Records Management (St. Johns, DeWitt Township, Bath Township)
 - Michigan Indigent Defense Commission (State of Michigan and Gratiot County)
 - Tri-County Metro Narcotic Squad (Clinton, Eaton, Ingham)
 - Michigan Public Safety Communications System
- Community and Economic Development
 - Capital Area Michigan Works
 - Capital Region Airport Authority (Clinton, Eaton, Ingham & City of Lansing)
 - Capitol Council of Governments (CAPCOG) (Clinton, Eaton, Ingham)
 - Clinton Career Network – RESA
 - Clinton County Economic Alliance
 - Lansing Economic Area Partnership
 - Lansing Regional Chamber of Commerce
 - MiCareerQuest
 - Michigan State University
 - Tri-County Brownfield Grant (Clinton, Eaton, Ingham)
 - Tri-County Regional Planning Commission (Clinton, Eaton, Ingham)

Budget Adoption:

The 2021 budget is scheduled for adoption at the Board meeting set for Tuesday, October 27, 2020 at 9:00 a.m.

Summary:

The County remains in sound financial condition.

Commissioners’ comments/questions on 2021 proposed Budget:

Chairperson Washburn called for Commissioner comments and/or questions regarding the budget.

- Chairperson Washburn:
 - Health Insurance costs may be uncertain in the future due to the pandemic;
 - The increase in tax revenues is beneficial when it comes to balancing the budget.

Public comments/questions on 2021 proposed Budget:

Chairperson Washburn called for public comments and/or questions regarding the proposed 2021 budget.

BOARD ACTION: Commissioner Showers moved, supported by Commissioner Washington to close the public hearing. Motion carried unanimously.

APPORTIONMENT REPORT STATUS

County Clerk, Diane Zuker provided an update on the status of the draft Apportionment Report (L-4402) prepared by Equalization, which will be presented to the Board at an upcoming Ways and Means Committee meeting. The final report will be officially approved at the November 24th Board meeting. The deadline for submitting this report to the State is December 1st.

TOWNSHIP STATEMENTS OF MONIES TO BE RAISED BY TAX STATUS

County Clerk, Diane Zuker provided an update on the status of the Statement of Monies to be Raised by Tax submitted by the general law township clerks. The Clerks are responsible for submitting their Statements on or before September 30th each year as required by MCL 211.36. Any Special Assessment reported by the Clerks will be included in a final report to be adopted on November 24th.

DRAIN ASSESSMENT
REPORT STATUS

County Clerk, Diane Zuker reported that the 2020 Drain Assessment report is in the process of being compiled. The report will be formally adopted at the November 24th Board meeting, along with the Special Assessment and Apportionment Reports.

ADMINISTRATOR'S REPORT

Craig Longnecker, County Administrator reported that a security meeting was held today as required by the State Court Administrators Office. The group meets quarterly to discuss security protocols, safety measures, etc. and remain focused on these areas particularly in this environment.

Brief dialog took place between Administrator Longnecker and the Commissioners regarding the courthouse elevator project. We expect the project will take a year to complete.

PUBLIC COMMENTS

Chairperson Washburn called for public comments. There were no public comments.

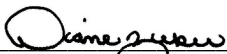
COMMISSIONERS'
COMMENTS

Chairperson Washburn called for Commissioners' comments.

- Commissioner Showers advised members that the Grand Opening for the Coleman Road project is scheduled for 11 a.m. on October 21st.

ADJOURNMENT

BOARD ACTION: With no further business to come before the Board, Commissioner DeLong moved, seconded by Commissioner Mitchell to adjourn the meeting at 6:25 p.m.



Diane Zuker, Clerk of the Board

NOTE: These minutes are subject to approval on October 27, 2020.