

PERSONNEL / WAYS & MEANS COMMITTEE

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MEMBERS

Ralph Tillotson, Terry Collins
Committee of the Whole

MEETING LOCATION

Chambers
301 N. Main Street
Adrian, MI 49221

Minutes: Tuesday, December 13, 2022 – 10:03 a.m.

Present: Commissioners Bolton, Goetz, Jenkins-Arno, Krasny, Stimpson, Tillotson, Wittenbach, Collins, and Bales

Also Present: Kim Murphy, Jackie Wyse, Martin Marshall, Jenny Escott, Jim Van Doren, Kevon Martis, Bob McPeek, Ben Ricker, Micah Hassenzahl, Paul Gilbert, Matthew Turgeon, Jen Ambrose, Sheriff Bevier, Bev Ahlers, Roxann Holloway, Shannon Elliott, Carolyn Bater, Mary Bohling, Debra Comstock, and Michael Buku.

I. APPROVAL OF MINUTES

Motion by Bolton, seconded by Wittenbach, to approve the minutes of the November 8, 2022, meeting. Motion carried.

II. PERSONNEL BUSINESS

- A. Employment Changes:** Personnel changes were available for review.
- B. Wage & Compensation Study Update:** Deputy Administrator Shannon Elliott presented an update on the status of the Wage & Compensation study. The final report may be presented in January or February.
- C. Other Personnel Business:** There was no other personnel business.

III. WAYS AND MEANS BUSINESS

- A. Finance Reports:** Administrator Murphy reviewed points of interest in the General Fund Income Statement and the Fund Equity Change Report.
- B. Accounts Payable Year-End Authorization:** Ms. Murphy reviewed that the Accounts Payable Committee requires authority to make necessary adjustments in the General Fund and Non-General Funds within the 2022 budget. This is conducted annually at the Year End Accounts Payable meeting (12/21/22).

Motion by Bolton, seconded by Wittenbach, to recommend authorizing the Accounts Payable Committee to adjust sectors of the General Fund as necessary within the amended 2022 Budget and to adjust the non-general funds as necessary. Motion carried.

- D. 1st Quarterly Allotment:** Sheriff Bevier reported that Michigan Legislature approved a bill package to fund police patrols on rural roads throughout the state.

Motion by Stimpson, seconded by Bolton, to recommend approval of the 1st Quarterly Allotment of Appropriations by way of resolution. Motion carried.

MSUE / MOA: The annual Memorandum of Agreement between the County of Lenawee and MSU Extension was submitted for consideration. This is an agreement that has been entered into annually. The agreement provides our residents the ability to enjoy the multitude of services provided by the Extension locally. In exchange, the County offers office space and participates towards the cost of personnel providing the services. Last year the contract was in the amount of \$143,066. This year the contract is in the amount of \$142,266.

Motion by Stimpson, seconded by Goetz, to recommend approval of the Memorandum of Agreement between the County of Lenawee and MSU Extension in the amount of \$142,266 with funding to come from 101.261-801. Motion carried.

- C. RHINO 2023 Byrne JAG Grant:** Ms. Murphy reported that the Byrne Justice Assistance Grant (BYRNE JAG) provides 90% of the wages and fringe benefits of one administrative assistant's salary in the Prosecutor's Office to work with the RHINO – Michigan State Police Unit. In 2023, the grant amount is \$35,040. We have been fortunate to receive this grant funding annually.

Motion by Collins, seconded by Goetz, to recommend approving the 2023 Byrne Justice Assistance Grant and authorize Board Chairman David Stimpson to sign on behalf of the County. Motion carried.

- D. Walmart Tax Tribunal Appeal:** Administrator Murphy explained that many big box stores across the state and country have appealed their property value for assessment purposes over the last several years. The store owners, usually national chains with big foot print stores, argue a valuation theory known as the "dark store theory". The name is derived from the principal of their argument which is that the stores cannot be valued except as vacant and for sale on the secondary market.

In 2020, the Board of Commissioners voted to "provide financial and related support for Madison Township, of a 50% basis, in an initial amount not to exceed \$20,000...."

The appeal is still ongoing. Madison Township has incurred expenses in the amount of \$45,403.50 and have submitted an invoice to Lenawee County in the amount of \$22,701.50. This is being brought before you as it is in excess of the original \$20,000 approval.

Motion by Bolton, seconded by Wittenbach, to recommend paying the invoice to Madison Township in the amount of \$22,701.50 from 101.899-858 (Tax Tribunal Charges) for the Walmart Property Valuation Appeal. Motion carried.

- E. Furniture Request:** A furniture request was submitted for consideration. The Equalization Department (the assessors) will move to the lower level of the Old Courthouse. Their furniture will be able to move with them as they are relocated. Human Resources will be moving to the main floor where the assessors are currently located. This will include the Human Resource Coordinator and the three positions that report to her. We will need to purchase furniture and equipment as we move staff from one location to another.

The request is for an amount not to exceed \$50,000 from the Contingency Division of the Capital Fund to purchase any needed desks, computers, copiers, chairs, etc.

Motion by Bolton, seconded by Wittenbach, to recommend approving an amount not to exceed \$50,000 from the Contingency Division of the Capital Fund to purchase furniture and equipment. Motion carried.

F. Committee Referrals/Recommendations

Parks Commission/ MI DNR SPARK Grants: Ms. Murphy reviewed the Parks Commission recommendation.

The Michigan Spark Grants program is open for first-round funding applications through Dec. 19. Michigan Spark Grants are available for projects between \$100,000 and \$1,000,000,000 with no matching fund requirements. Up to three applications may be submitted.

After reviewing the Lenawee County Parks Plan and the Parks Division of the Capital Improvement Plan, the Parks Commission is recommending applications for the following projects:

Medina Maritime Merge: Build a bridge over the Bean creek allowing access to the second side of the park, install a kayak/canoe launch, pond grading, install an inclusive playground, renovate the restroom & pavilion, and restore family areas at Medina Park. \$906,650

Gerber Learn & Lead: Addition of inclusive play area, an outdoor educational area, inground tables and benches, baseball diamond fencing, metal roofing and electrical outlet for the pavilions, and paving the parking lots; thereby creating an outdoor experience for people of all abilities to learn and lead. \$391,200

Bicentennial Inclusive Community: Park and trail accessibility, the addition of inclusive activity areas for both the younger and aging populations, viewing areas, and improvements to family gathering areas; thereby creating an outdoor experience for people of all abilities at Bicentennial Park. \$912,520

Motion by Bales, seconded by Goetz, to recommend approval of the Michigan Sparks Grants applications for projects within Medina, Gerber, and Bicentennial Parks; and adoption of the Intent to Apply resolutions. Motion carried.

E. Other Ways & Means Business

Administrator Murphy noted that Commissioner Collins asked to have a Memorandum from legal counsel provided to each commissioner. In addition, another Commissioner requested copies of the responses to the corporate counsel RFP be shared with all commissioners. All documents were placed on each Commissioner's desk.

Commissioner Stimpson reminded the commissioners that since these are still under consideration that they are confidential information and are not to be shared with others. In particular he referenced the Memorandum from legal counsel that is subject to attorney – client privilege and shall not be shared with any non-commissioner.

IV. CONSENT AGENDA

There were no additional consent agenda items submitted for consideration.

Items listed under Consent Agenda, as well as, actions items approved unanimously at this meeting will be placed on the Board of Commissioners Consent Agenda unless requested to be removed.

V. PUBLIC COMMENT

Commissioner Bolton read a statement regarding her concerns over recent actions and emails from the two incoming commissioners.

Debra Comstock addressed the board regarding alternative energy solutions.

Commissioner Bales invited everyone to the Human Services Committee meeting this afternoon. They will be touring the Center for Science and Industry (CSI) in Hudson.

VI. ADJOURNMENT

Motion by Bales, seconded by Stimpson, to adjourn the meeting at 10:52 a.m. Motion carried.