

PERSONNEL / WAYS & MEANS COMMITTEE

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MEMBERS

Terry Collins, Ralph Tillotson
Committee of the Whole

MEETING LOCATION

301 N. Main Street – Adrian, MI

Minutes: Tuesday, January 9, 2024 – 10:06 a.m.

Present: Commissioners Collins, Bales, Bolton, Jenkins-Arno, Krasny, Martis, Stimpson, Tillotson, and Van Doren

Also Present: Kim Murphy, John Gillooly, Shannon Elliott, Carissa Zubke, Matt Turgeon, RoxAnn Holloway, Ed Scheffler, Rachel McAran, Jen Ambrose, Bev Ahlers, Tracy Satce Francine Zysk, Joshua Gatewood, Erin VanDyke, Roxann Holloway, Undersheriff Ewald, Ian Wendt (WLEN), Tyler Grant and Ed Saplala (Veregy), Deb Comstock. Tim Mehan.

I. APPROVAL OF MINUTES

Motion by Martis, seconded by Bolton, to approve the minutes of the December 12, 2023 meeting. Motion carried.

II. PERSONNEL BUSINESS

A. Employment Change Report: A list of recent employment changes was available.

B. Collective Bargaining Unit Agreements: A request was made to approve the tentative agreement covering 2024, 2025, and 2026 with the Police Officers Association of Michigan (POAM).

Motion by Van Doren, seconded by Bales, to recommend approval of the tentative agreement covering 2024, 2025, and 2026 with the Police Officers Association of Michigan (POAM). Motion carried.

C. Other Personnel: No other personnel business.

III. WAYS AND MEANS BUSINESS

A. Finance Reports: Admin. Murphy reviewed the general fund income statement and fund equity reports including special revenue funds, debt service funds, capital project funds, propriety funds, and internal service funds.

Motion by Van Doren, seconded by Martis to place the Financial Report on file. Motion carried.

B. Budget Adjustments: The Year End Accounts Payable Committee met on Thursday, December 21, 2023. There were \$2,708,244 in General Fund revenue

adjustments completed amongst departments, not changing the overall revenue budget. There were \$13,060,840 in General Fund expense adjustments also reconciled amongst departments, again not changing the overall expense budget. There were also several adjustments made to the Non-General Fund departments.

- C. Veregy Energy Efficiency Proposal:** Representatives from Veregy presented a proposal for possible LED lighting and solar arrays for County buildings. A letter of intent is required by Veregy to conclude the study and present possible energy efficiency options to the County. The letter of intent binds the County to \$29,250.00 if the County does not proceed with a project. If the County does proceed with a project, the \$29,250.00 will be absorbed by Veregy.

Motion by Bolton seconded by Stimpson to recommend the authorization of the Administrator to sign a letter of intent with Veregy to complete the Energy Feasibility Study that may result in expenses totaling \$29,250.00. Roll Call vote Yeas (6) Bales, Bolton, Collins, Stimpson, Van Doren, and Tillotson, Nays (3) Krasny, Martis, and Jenkins – Arno. Motion carried.

- D. MSU Extension MOA Renewal:** The Memorandum of Agreement between the County and MSU Extension Services allows our residents the ability to enjoy a multitude of services provided by the Extension locally. In exchange, the County offers office space and participates towards the cost of the personnel providing the services. Last year the contract was in the amount of \$142,266.00. This year the contract is in the amount of \$151,780.00, this increase is included in the 2024 budget.

Motion by Stimpson, seconded by Tillotson, to recommend the approval of the Memorandum of Agreement between the County of Lenawee and MSU Extension in the amount of \$151,780.00. Motion carried.

- E. Approval of PA116 Application:** The property is located in Dover Township; #DV0-132-1350-00 Vanderhoff. The Region 2 Planning Commission has reviewed the application and is recommending approval. The Conservation District has also reviewed the application and found them to be appropriate.

Motion by Bolton, seconded by Martis, to recommend the approval of the PA116 application #381. Motion carried.

- F. Annual Investment Policy:** This investment policy applies to all financial assets of the County. These assets are accounted for in the various funds of the County and include the General Funds, Special Revenue Funds, Debt Service Funds and Capital Project Funds, (unless bond ordinances and resolutions are more restrictive), Enterprise Funds, Internal Service Funds, Trust and Agency Funds and any new fund established by the County.

Motion by Van Doren, seconded by Martis, to recommend the adoption of the Lenawee investment Policy #2024-003. Motion carried.

G. Committee Referrals/Recommendations

H. Other Ways & Means Business: There was no other business.

IV. CONSENT AGENDA

Action items unanimously approved at this meeting will be placed on the Board of Commissioners Consent Agenda unless requested to be removed.

V. PUBLIC COMMENT

There was no public comment.

VI. COMMISSIONER COMMENTS

VII. ADJOURNMENT

Motion by Tillotson, seconded by Martis, to adjourn the meeting at 11:00 a.m. Motion carried.

KLM/sce