

PERSONNEL/WAYS & MEANS COMMITTEE

Kimberly L. Murphy
County Administrator

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MEMBERS

Terry Collins, Ralph Tillotson
Committee of the Whole
301 N. Main St, Adrian, MI 49221

MEETING LOCATION

Chambers

Minutes: Tuesday, July 9, 2024

I. Call to Order

The meeting was called to order at 10:02am by Comm. Tillotson

Present: Commissioners: James Van Doren, Kevon Martis, David Stimpson, Dawn Bales, Karol "KZ" Bolton, Ralph Tillotson, Nancy Jenkins- Arno, Dustin Krasny
Also Present: Administrator Kim Murphy, Corporation Counsel John Gillooly, Undersheriff Jeff Ewald, Administrative Coordinator Carissa Zubke, Budget Analyst Tracy Stace, Marketing & Communications Coordinator Jen Ambrose, Community Development Coordinator Francine Zysk, Human Resources Director Ben Ahlers, Human Resources Coordinator Rachel McAran, Ian Wendt (WLEN), Finance Director Dan Zimolsak, Ed Sapla, Tyler Grant, & Dick Williams-Veregy, Kathryn Szewczuk- Lenawee Community Mental Health, Todd Gillman, John Lapham, Michael Dagher-Margosian Deputy Public Defender, Maintenance Superintendent Tim Mehan

Absent: Commissioner Terry Collins, Shannon Elliott

II. Approval of Minutes

A. Approval of Minutes: June 11, 2024

Motion by Martis, to approve the minutes from June 11, 2024, seconded by Stimpson. Motion carried.

III. Personnel Business

A. Employment Changes

No discussion held.

B. Other Personnel Business

No discussion was held.

C. REQUEST: Public Defender Office - F.T. Secretary

Administrator Murphy reviewed the request for a full-time secretary position at the public defender's office. There are currently two full-time Secretary II's and one part-time Secretary I to perform the administrative support services for approximately 11 senior positions in the

Public Defender's office. The request is to close the part-time secretary position and create a full-time secretary II at paygrade NU7528, \$20.8702 per hour. The salary is reimbursable by the MIDC grant.

Motion by Bolton, to move the request to close the part-time legal secretary position and create a full-time legal secretary II position at paygrade NU7528, to the Board of Commissioners, seconded by Stimpson. Motion carried.

Discussion was held regarding the terms of the MIDC grant. The grant is offered to public defender offices and was established approximately 10 years ago. The amount received varies annually and is available for the foreseeable future.

IV. Ways & Means Business

A. Finance Reports

Administrator Murphy reviewed the general fund income statement and fund equity reports that were included in the packet.

It was mentioned that it is common for the expenses to outweigh the revenues at this time of year.

B. Veregy Presentation - Dick Williams, Government Market Leader

Mr. Williams opened the presentation by thanking the Administrator and her staff. The Energy Efficiency study was completed at the Lenawee County Buildings and representatives from Veregy were present to explain the findings and recommendations. The discussions for these plans began back in 2021. Ed Saplala, an Engineer at Veregy reported that, during this process, they worked with Consumers Energy, our current electrical company and our finance team. Saplala reported the County's expense to Consumers Energy has been over \$490,000 per year.

The current fluorescent bulbs and electronic ballasts have matured near or at the end of their life cycle.

There are three proposals for the committee to review today, which include LED Technology and some Solar Array installation. The LED Technology upgrade will replace all light fixtures with LED lights, kits, or LED lamps, reducing mechanical costs and energy efficiency.

Tyler Grant reports the County can capitalize on placing Solar Arrays as proposed. A Carport Conopy Solar Array would be located across the street from the Old Courthouse, and still support the building's energy needs. A proposal to add Solar Arrays at the Maurice Spear Campus and Human Services Building is also included.

The proposal for Solar Arrays at the Human Services Building includes placement atop the roof. Grant provided images of other solar array projects done in Michigan. Grant states they have wind resistance to 140 mph and include non-penetrating ballast. The Solar Panels have a 25-year warranty, with a life expectancy of 30–35 years, and 30-year solar savings of \$4.9 million.

Veregy also includes solar monitoring software to track energy generation.

Mr. Williams shared a cost breakdown of the three different proposals. The projects including Solar Arrays could be financed under the Inflation Reduction Act (IRA) Funding, through the

Bank of America. Veregy plans to come back to the Board of Commissioners next month, allowing for additional review during that timeframe. If a decision is made, the project could begin in September with plans to be completed by July 2025.

Discussion was held regarding the recycling process for solar panels in the future. Grant explained there are companies who focus on this type of recycling and could provide us with more information. Comm. Martis requested Veregy to include the recycling expense in the proposed contract. Williams stated he would review and come back with information regarding that.

Comm. Bolton would be interested to see car charging available if the carport solar arrays are installed.

C. Committee Referrals/Recommendations

1) REQUEST: Jail Booking Renovations

Approximately \$300,000 of ARPA funding was reallocated for renovations in the Jail Booking area. Kreighoff Lenawee is the contractor of choice due to their security clearance and familiarity with the Jail. The request is to approve the solicitation of bids for the renovations to the Jail Booking area. Bids will be reviewed and brought back to the board for approval.

*Motion by Stimpson to move the request to solicit bids for the Jail Booking renovations to the Board of Commissioners, seconded by Van Doren. Motion carried.
No further discussion.*

2) REQUEST: Mobile Command Unit

During the reallocation of ARPA funding, \$125,000 was dedicated to the Mobile Command Unit restorations. The funds must be under contract prior to December 31, 2024; the request is to move forward with the restoration of the Mobile Command Unit at a cost not to exceed \$125,000 with funding from the allocated ARPA funds.

*Motion by Stimpson, to move the request to renovate the Mobile Command Unit for no more than \$125,000, to the Board of Commissioners, seconded by Martis. Motion carried.
No further discussion was held.*

D. Other Ways & Means Business

1) REQUEST: Approve Language to be placed on November Ballot

Administrator Murphy is requesting the approval of the ballot language to be placed on the November 2024 ballot. Separate Tax Limitation, Lenawee County Central Dispatch for 911 System Funding, and the Senior Citizen Millage are the topics to be placed on the ballot. Administrator Murphy reported the ballot language has been reviewed and approved by Corporation Counsel.

Motion by Stimpson, to move the request to approve the ballot language, to the Board of Commissioners, seconded by Martis. Motion carried.

2) REQUEST: DHHS Lease Renewal

A lease agreement with the State of Michigan, for space in the Human Services Building, has been made. The lease has been in "holdover" status since it expired in 2019. Administrator Murphy shared the agreement is 91 pages and highlights are included in the packet. Building square footage of the office is being reduced from 20,000 to 12,896 of office space. All renovation costs will be fronted by the County and paid back in full when DHHS takes possession of the renovated space. The 30-year lease includes a payment schedule for office space and basement storage.

Motion by Martis, to move the recommendation authorizing the Board Chairman to sign Lease Agreement #7211-2018-0316, to the Board of Commissioners, seconded by Van Doren.

3) REQUEST: Rehmann Contract Extension

Rehmann Robson performed their various services related to the daily operations of the Finance Director and audit preparation. Now that the County has hired a full-time Finance Director, the contract with Rehmann has ended. The request is to renegotiate a Support Services Contract with Rehmann. The revised contract will allow for support services to be provided to the County Administrator and Finance Department during the transition period from July 1, 2024, to December 31, 2024. Administrator Murphy stated assistance during the 2025 audit preparation will also be requested. All services are to be completed by June 2025.

Motion by Van Doren, to move the recommendation for the County Administrator to sign the Support Services Engagement Letter Extension with Rehmann, to the Board of Commissioners, seconded by Martis. Motion carried.

4) REQUEST: Granger Bid acceptance

Administrator Murphy reviewed the request to accept the bids from Granger for Switch Gears and Generators that will be needed for the Maurice Spear Campus project. Murphy explains the bids for these are coming earlier because the expected delivery time is long.

Motion by Van Doren, to move the recommendation to authorize the County Administrator to sign and accept the AIA Amendment and purchase of long lead electrical equipment, in the amount of \$454,228, to the Board of Commissioners, seconded by Bolton. Motion carried.

Administrator Murphy reported that additional bids for MSC project items will be coming to next month's meeting.

5) REQUEST: Kroger Settlement

The County has been advised by the National Opioid Settlements Implementation Administrator, that a settlement has been reached with Kroger. A copy of the Michigan State-

Subdivision Agreement for Allocation of Kroger Settlement Agreement and the Subdivision Participation and Release Form was received and included in the packet. These forms have been vetted by Weitz & Luxenberg and The Sam Bernstein Law Firm, who are the firms representing our interests in litigation concerning the opioid epidemic. Administrator Murphy reports the recommendation is to authorize the Administrator to sign the Subdivision Participation and Release form for the Kroger opioid settlement.

Motion by Stimpson, to move the request authorizing the County Administrator to sign the Subdivision Participation and Release Form for the Kroger settlement to the Board of Commissioners, seconded by Van Doren. Motion carried.

Administrator Murphy reports the expected dollar amount has not been determined, only a percentage was provided.

V. Additional Items for Consent Agenda

A. RES 2024-09- Opposing MDHHS Approach to meeting Conflict Free Access Commissioner Stimpson provided an overview of the Resolution. In June, 2024 the Board of Commissioners motioned to support Lenawee Community Mental Health and their stance opposing MDHHS approach to meeting Conflict Free Access. Included in the packet is a resolution from the Board of Commissioners regarding this.

Motion by Martis to move Resolution#2024-09 to the Board of Commissioners for approval, seconded by Van Doren. Motion carried.

VI. Public Comment

Public comment made by Todd Gillman.

Undersheriff Jeff Ewald invites the committee members to the ribbon-cutting ceremony tomorrow at 12pm, in the Sheriff's office. This will mark the beginning of their collaboration with "FAN"- Face Addiction NOW, formerly Families against Narcotics. FAN is for anyone struggling with substance-use disorder, to go to any of the participating police agencies and ask for help. The Undersheriff invites Administration and committee members to join them.

VII. Commissioner Comment

No discussion.

VIII. Adjournment

Motion by Van Doren, seconded by Bolton to adjourn the meeting at 11:13am. Motion carried.

Personnel/Ways & Means Committee
7/9/2024