

PERSONNEL/WAYS & MEANS COMMITTEE

Kimberly L. Murphy
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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, September 10, 2024

I. Call to Order

Present: Commissioners: James Van Doren, Terry Collins, Kevon Martis, David Stimpson, Dawn Bales, Karol "KZ" Bolton, Ralph Tillotson, Nancy Jenkins-Arno, Dustin Krasny

Also Present: Administrator Kim Murphy, Corporate Counsel John Gillooly, Deputy Administrator Shannon Elliott, Sheriff Troy Bevier, Administrative Coordinator Carissa Zubke, Budget Analyst Tracy Stace, Marketing & Communications Coordinator Jen Ambrose, Emergency Management Coordinator Craig Tanis, Community Development Coordinator Francine Zysk, Register of Deeds Carolyn Bater, David Panian (The Daily Telegram), Deb Comstock, Human Resources Director Bev Ahlers, Human Resources Coordinator Rachel McAran, Ian Wendt (WLEN), Todd Gillman, Lieutenant Corinne Perdue, Chris Hudson, Dick Williams-Veregy, Finance Director Dan Zimolzak, Deputy IT Director Micah Hassenzahl, IT Director Ben Ricker, Accountant Matt Turgeon

The meeting was called to order at 10:03 am by Comm. Collins.

Todd Gillman provided public comment regarding the agenda item "Administrators Contract".

II. Approval of Minutes

A. Approval of Minutes: August 13, 2024

Motion by Bolton, seconded by Van Doren to approve the minutes from August 13, 2024. Motion carried.

III. Personnel Business

A. Employment Changes

Included in the packet are the County employment changes, no discussion.

B. Administrator's Contract

Comm. Van Doren opened discussion that this is being brought forward due to the evergreen clause that is included in the contract, which states the Administrator's contract will automatically renew, and requires a six-month notice of change in contract.

Comm. Martis discussed the concern is the fact that there is an evergreen clause included in the contract, that binds the County to a three-year automatic renewal and that he is not

making a motion.

Comm. Tillotson recalled the outstanding Administrator review done earlier this year, voted on by all nine commissioners, and that a three-year contract is a reasonable term.

Comm. Stimpson discussed the administrator's contract having been reviewed in the past a total of four times, at the expense of the taxpayers.

Comm. Bales provided comment regarding the previous and continuous review of the Administrator's contract, and it has been found valid each time by attorneys, at the expense of taxpayers.

Comm. Bolton commended the Administrator's work and the excitement for Lenawee County under the current Administrator and her team.

Comm. Van Doren mentioned this was brought up due to it being an action item within the contract, and he is bringing that forward.

Comm. Martis discussed the only concern being the auto-renewing contract.

Chairman Collins stated the evergreen contract does exist in many legal contracts, both at the County and City contract levels, making it not an uncommon practice. In addition, if there were no clause and if for some reason the contract was terminated, that leaves the County with no Administrator in office or time to seek a new one.

Question was asked what the Monroe County Administrator's office contract entails;

Administrator Murphy informed Monroe's Administrator has a three year contract and during every annual review, a new year is added.

C. Other Personnel Business

No further discussion.

IV. Ways & Means Business

A. Finance Reports

Administrator Murphy reviewed the Finance reports included in the packet that included the general fund income statement and fund equity reports. No further discussion.

B. REQUEST: 4th quarterly allotment of Appropriation

Motion by Tillotson, to move the request for 4th quarterly allotment of appropriation, to the Board of Commissioners, seconded by Van Doren. Motion carried.

C. REQUEST: Review 2025 Lenawee County Budget

Administrator Murphy presented the highlights from the 2025 Lenawee County Budget. Digital and paper 2025 draft budget books were distributed to commissioners.

The 2025 budget timeline was approved in April 2024 by the full Board of Commissioners.

The completion of the 2025 budget included all department heads, HR, finance, and Administration.

The request tomorrow will be a recommendation to publish the draft 2025 Budget and to set a public hearing in October 9, 2024. To improve County structures, additional funding has gone into the Capital Improvement Budget.

The presentation is included in the packet. Budget overviews discussed included: General

Fund Budget Overview, Revenue considerations, expense considerations, debt service, and other future considerations.

Under the general fund expenses, the "Health and Welfare" line item includes departments such as Medical Examiner, Health Department, MSU Extension, Department on Aging and more. Also, in the General Fund Expense, the line item "Community & Economic Development" includes the Landbank.

Administrator Murphy thanked the Commission for the renovations being done at Maurice Spear Campus without the need to bond the project.

Future considerations include personnel expenses, Lenawee Strategic Plan proposed by the current Commissioners, Rex B Martin Judicial, Collective Bargaining Agreements, and capital fund.

Motion by Martis, to move the request to publish the draft County Budget and set public hearing for 10/9/24, to the Board of Commissioners, seconded by Van Doren. Motion carried.

Comm. Stimpson commended the County and the great work of the Administration office and Commissioners to maintain a low debt service.

D. Capital Improvement Plan

Deputy Administrator Elliott shared highlights from the CIP, which looks at plans for the next five years.

The operational budget is broken down by division: Building & Site, Maurice Spear Campus, Parks, IT, Sheriff's Vehicles, B&G Vehicle, Vehicles other department, Tecumseh Products, and Contingency for various County projects and infrastructure needs. The Airport and E911 5 year strategic plan appendixes are also included in the Plan.

There is no action requested today, the CIP will be included in the 2025 Budget and if the 2025 budget is adopted the capital improvement plan will be included in that.

E. E911 Five Year Strategic Plan

The E911 5 year Strategic Plan was provided to the Commissioners for review. The surcharge increase passed by the voters in 2016, is due for renewal in this November's general election. As documented in the plan, that same funding amount will be necessary to ensure staffing and technology needs can be met for the future, allowing our 911 Center to provide citizens with the best possible services. The plan was developed by members of the 911 board, and identified the needs of the dispatch center for the next 5 years. No action was requested for today, it will be brought forward in October 2024.

Motion by Van Doren, acknowledging the review of the E911 Strategic Plan and request action from the Board of Commissioners in October 2024, seconded by Martis. Motion carried.

F. REQUEST: Veregy Energy Efficiency, Dick Williams

The Board of Commissioners approved Veregy to conduct an Energy Feasibility Study in January 2024. Dick Williams, Government Market Leader at Veregy presented the findings

and potential energy efficient options for Lenawee County buildings to the Board on July 9, 2024. Included in the packet is the presentation. The request is to review and consider the proposals generated from Veregy's completed Energy Feasibility Study.

Motion by Martis to reject the solar portion of the project, seconded by Krasny.

Comm. Stimpson opened discussion by suggesting a partial approval be included. Comm. Martis requested Corporation Counsel legal opinion.

Corporate Counsel Gillooly stated it is within his right to reject and then consider other options.

Discussion continued.

Martis moved to amend the motion to reject the solar portion of the proposal and to change the proposal to obtain two bids from local contractors, seconded by Krasny. Motion failed by roll call vote: (4) Yea (Krasny, Jenkins-Arno, Martis, Van Doren) and (5) Nay (Bales, Bolton, Collins, Stimpson, Tillotson).

Discussion was opened up by Van Doren, inquiring if the contract included a requirement to obtain competitive bids. Administrator Murphy discussed the Letter of Intent, included in the packet, states \$29,000 will be owed to Veregy if the Commission decides not to proceed with the project. Murphy further discussed that much like the states MI Deal Program, the County is a member of 1GPA, where they receive bids for various items. This was completed for the Energy Feasibility project. Murphy discussed that while an RFP was not specifically done, it has been vetted by the 1GPA.

Motion by Martis to approve the lighting portion of the plan and reject the solar portion, seconded by Van Doren. Motion failed by Roll Call Vote: (1) Yay (Martis), (8) Nays (Bales, Bolton, Collins, Krasny, Jenkins-Arno, Stimpson, Tillotson, Van Doren).

Stimpson moved to amend the motion made by Martis to remove the solar portion of the motion and adopt the portion of the lighting in the proposal.

Martis rejected the amendment.

Motion by Stimpson to recommend adopting the LED lighting portion of the Veregy Project, to the Board of Commissioners, seconded by Van Doren. Motion passed by roll call vote (6) Yays (Bales, Bolton, Collins, Stimpson, Tillotson, Van Doren) (3) Nays (Krasny, Jenkins-Arno, Martis).

G. Committee Referrals/Recommendations

1) REQUEST: AXON Taser 10 Contract

AXON industries is the manufacturer of the "Taser" electronic control devices. The Lenawee County Sheriff's Office has been using the Taser ECW devices for over 20 years as a "less lethal" option for subject control. Some of the devices being used by Sheriff's Office personnel are over 20 years old. Others have devices that are 5 or 6 years old, but are no

longer manufactured or support for these devices will soon be phased out. In an effort to provide proper equipment to personnel to ensure professional service to our community, the Sheriff's Office is requesting the approval of a 5 year contract with AXON for their Taser 10 device, which includes, holsters, the device itself, batteries, cartridges, training cartridges, training materials, warranty on the devices, tech support, docking stations, access to online evidence management, and Instructor certifications. The AXON contract is paid out over 5 years with the cost in 2024 to be \$30,000. Years 2-5 would be \$59,965 per year.

Motion by Stimpson, to recommend approval of the AXON Taser 10 contract to the Board of Commissioners, seconded by Van Doren. Motion carried.

2) REQUEST: Jail Shower & lavatory electronics

ARPA FUNDS WERE ALLOCATED FOR ELECTRONIC SHOWER CONTROLS IN THE JAIL BLOCKS. Request is to accept ADRIAN MECHANICAL QUOTE OF \$65,780.00 for installation of 18 ELECTRONIC SHOWER CONTROLS, 11 LAVATORY CONTROLS AND PROGRAMMING OF CONTROLLERS. CONTINGENCY OF 15% \$9,867.00 TOTALING \$75,647.00 with funding to come from the allocated ARPA funds.

Motion by Tillotson, to recommend approval of Adrian Mechanical Quote of \$65,780.00 for Shower and Lavatory electronics, to the Board of Commissioners, seconded by Martis. Motion carried.

3) REQUEST: MSC Expansion Project – New Fiber to Old Detention and Chapel

As part of the MSC Expansion Project, by the suggestion of the Lenawee County IT Director, the current fiber line connecting the old detention building to the main administration building is aged, in need of replacement, and at-risk during construction. This fiber line is not currently included in the guaranteed maximum price supplied by Granger. The age and mechanism in which the original fiber line was laid made it impossible to determine exactly where and how deep the line was put in. In addition to connecting Detention to Administration, a fiber connection will also be installed to the chapel building. This project will also allow for future internet connectivity to the gym and school building, bringing all MSC buildings online. The request is to recommend fund allocation for the installation of new fiber lines running from the MSC administration building to the old detention and chapel buildings, in the amount of \$26,329.85.

Motion by Martis, to recommend approval for fund allocation for installation of new fiber lines running from the MSC administration building to the old detention and chapel buildings in an amount of \$26,329.85, seconded by Bolton. Motion carried.

H. Other Ways & Means Business

No discussion.

V. Additional Items for Consent Agenda

Administrator Murphy informed the Board the request to publish the Budget and set a public hearing, will be a separate agenda item on the Board of Commissioners meeting tomorrow.

VI. Public Comment

Mr. Gillman gave public comment.

Deb Comstock gave public comment.

VII. Commissioner Comment

Comm. Bolton shared comment regarding the possible benefits of Solar to the County, including cost savings and clean air benefits. It was further discussed that the motion passed approved LED lighting, Corporation Counsel confirmed Solar project discussions would be at the request of the Board to bring back as an agenda item.

VIII. Adjournment

Motion by Tillotson, Second by Martis to adjourn the meeting at 11:27 AM. Motion carried.