

BOARD OF COMMISSIONERS



MEMBERS

Committee of the Whole
Second Floor, Old Courthouse
301 N, Main St.
Adrian, MI 49221

MEETING LOCATION
Commission Chambers

Minutes: Wednesday, December 11, 2024

CALL TO ORDER: Invocation - Pledge - Cell Phone Reminder:

The meeting was called to order at 1:30 pm by Board Chairman Van Doren.

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

Absent: Comm. Kevon Martis

Also Present: Jim Wimple, Margaret O'Malley, Diane Bach, Carole Livingston, Ian Wendt (WLEN), Luke Barnett, Ben Ricker, Matt Turgeon, Rick Richardson, Chris Bryan, Esther Gilbert, Scott Cahill, Bob Knoblauch, Carol J. Knoblach, Kara Choate, Amber Kingsley, Lisa Hewitt-Cruz, Linda Campbell, Joan Matthews, Eric R. Williams, Eulogio Dave Perez, Diane King, Kirsten Huff, Lora Feldkamp, Matthew Witte, Mindy Dunn, James Berryman, Kim Murphy, Shannon Elliott, John Gillooly, Francine Zysk, Carissa Zubke, Jen Ambrose, David Panian (Telegram), Roxann Holloway

ROLL CALL

Comm. Van Doren, Bales, Bolton, Collins, Jenkins-Arno, Krasny, Stimpson and Tillotson present. Comm. Martis absent.

APPROVAL OF MINUTES:

Approval of Minutes: November 13, 2024

Comm. Bolton moved to approve the minutes of November 13, 2024, Comm. Collins seconded, Motion CARRIED.

AMENDMENTS TO THE AGENDA

No Amendments.

Comm. Tillotson moved to approve the agenda as presented, Comm. Bolton seconded, Motion CARRIED.

PETITIONS and COMMUNICATIONS:

Communications were read.

INTRODUCTION OF SPECIAL GUESTS:

None

LIMITED PUBLIC COMMENT: [on any agenda item – 3 minute limit]

None

RESOLUTIONS/PROCLAMATIONS:

Proclamation: Drain Commissioner Escott (*Comm. Stimpson*)

PRO#2024-022

**RETIREMENT PROCLAMATION HONORING JENNY ESCOTT
DRAIN COMMISSIONER OF LENAWEE COUNTY**

WHEREAS *Jenny Escott began her dedicated service to Lenawee County in 1994 as an Account Clerk II and, through hard work and commitment, advanced to the role of Deputy Drain Commissioner in 1997; and*

WHEREAS, *Jenny Escott has served with distinction as the Drain Commissioner of Lenawee County for nine (9) years, exemplifying exceptional leadership and unwavering dedication to the maintenance, improvement, and oversight of the County's drainage systems, flood control initiatives, and water management infrastructure; and*

WHEREAS, *throughout her tenure, Jenny Escott successfully facilitated numerous projects, skillfully addressed challenges, and significantly contributed to enhancing environmental sustainability and improving the quality of life for the residents of Lenawee County; and*

WHEREAS, *Jenny's unwavering commitment to public service, professionalism, and collaborative spirit has earned her the respect, admiration, and gratitude of her colleagues, local officials, and the community at large; and*

NOW, THEREFORE, BE IT RESOLVED, *that the Lenawee County Board of Commissioners proudly recognizes and commends **Jenny Escott** for her exemplary service and outstanding contributions as Drain Commissioner. With heartfelt appreciation, we honor her accomplishments and extend our warmest congratulations on a well-earned retirement, wishing her happiness and success in all future endeavors.*

Comm. Stimpson moved to approve Proclamation 2024-022, Comm. Tillotson seconded, Motion CARRIED by a Unanimous Roll Call Vote.

Proclamation: Jim Berryman

PRO#2024-021

Proclamation Recognizing Jim Berryman for a Decade of Service as "Mr. Christmas"

WHEREAS, *Jim Berryman has selflessly served the Adrian and Lenawee County communities for ten years as "Mr. Christmas," bringing the magic of the season to life through the Adrian/Lenawee County Community Tree and the Comstock Christmas Riverwalk; and*

WHEREAS, *under Jim's leadership, the Community Tree has become a beloved symbol of holiday cheer and togetherness, gracing the front lawn of the historic Lenawee County Courthouse and bringing joy to countless residents and visitors; and*

WHEREAS, *Jim's vision and dedication have united our community through this annual tradition, fostering partnerships with sponsors and collaborators to make the Community Tree a reality year after year; and*

WHEREAS, Jim Berryman, as a former mayor of the City of Adrian, has long been committed to making Adrian and Lenawee County a place where community spirit thrives, and his work on the Community Tree has been an extension of that commitment; and

WHEREAS, through his tireless efforts, Jim has inspired a sense of unity and holiday cheer, leaving a lasting impact on our community and ensuring that the spirit of the season shines brightly for all;

NOW, THEREFORE, BE IT RESOLVED, that the Lenawee County Board of Commissioners, on behalf of the citizens of Lenawee County, does hereby recognize and extend its deepest gratitude to Jim Berryman for his years of dedicated service, and for his significant contributions to the joy and spirit of the holiday season; and

BE IT FURTHER RESOLVED, that we honor Jim Berryman for his exceptional commitment to community cheer and unity, and we wish him the very best as he retires from this role, knowing his legacy will continue to inspire joy and togetherness for years to come.

Comm. Collins moved to approved Proclamation 2024-021, Comm. Bolton seconded, Motion CARRIED by a Unanimous Roll Call Vote.

Proclamation: Election Workers - Clerks, Inspectors, Poll Workers

PRO# 2024-023

Proclamation in Honor of Clerks, Election Workers, and Election Inspectors

Whereas, the foundation of a democratic society is built upon the right of every eligible citizen to vote, and the integrity of the electoral process is essential to ensuring that this right is upheld; and

Whereas Clerks, Election workers, and Election Inspectors serve as the backbone of the democratic process, performing critical and often unseen duties that ensure elections are conducted fairly, efficiently, and transparently, from registering voters to processing ballots, verifying results, and ensuring accessibility for all citizens; and

WHEREAS, these dedicated public servants contribute countless hours, often working long and irregular shifts, to ensure the integrity of our electoral system, often under demanding and high-pressure conditions, all while upholding the rights of every eligible voter; and

Whereas, their unwavering commitment to public service, professionalism, and accountability strengthens the trust and confidence of voters, ensuring that every vote is counted fairly and that the electoral process remains transparent and just; and

Whereas, the work of election workers, election inspectors, and municipal clerks reflects the highest ideals of public service and is crucial in supporting our community's active participation in the democratic process;

Now therefore be it resolved, that, the Lenawee Board of Commissioners, do hereby proclaim December 11th, 2024 as a day to recognize and honor the hard work, dedication, and service of our **Election & Site Coordinator's, County & Municipal Clerk's, Election Workers & Inspectors, and all those involved with the Early Voting** in our community, and to express our gratitude for their tireless efforts in safeguarding the integrity of our elections.

be it further resolved, that we extend our deepest thanks to all election workers, election inspectors, and municipal clerks for their tireless contributions and steadfast commitment to the democratic process.

Comm. Van Doren moved to approve Proclamation 2024-023, Comm. Bolton seconded, Motion CARRIED by a Unanimous Roll Call Vote.

Proclamation: Commissioner Bales

Lenawee County Commissioner Dawn Bales- District #4

Commissioner Dawn Bales has served as commissioner for Dover, Madison Charter, Fairfield, & Seneca Townships from January 01, 2015, through December 31, 2024, showing dedication and commitment to the community.

During her time in office, Commissioner Bales has worked tirelessly to represent the best interests of her district and has been a passionate advocate while serving on many boards. Lenawee County's success has been shaped by the active involvement of its citizens, with a lasting impact from those who serve.

Therefore, The Board of Commissioners would like to express our most sincere thanks and appreciation to Dawn Bales for her outstanding service and the positive impact you've had on our community.

Dawn, we wish you all the best and Thank You for your many years of dedication.

Comm. Jenkins-Arno moved to approve, Comm. Collins seconded, Motion CARRIED by a Unanimous Roll Call Vote.

Proclamation: Commissioner Bolton

Lenawee County Commissioner Karol "KZ" Bolton- District #5

Lenawee County thrives because of the participation of its citizens in the governance process. The success and effectiveness of this process are shaped by the skills, dedication, and passion of those who serve.

Commissioner Karol "KZ" Bolton has consistently been an essential member of numerous boards, providing invaluable insight, experience, and direction while also being a devoted advocate for her district.

Therefore, The Board of Commissioners officially honors Karol "KZ" Bolton for her exceptional service and steadfast dedication to the community as Commissioner for the Eastside City of Adrian, from January 01, 2002, through December 31, 2024

KZ, we would like to express our Thanks and appreciation for your outstanding service and the positive impact you've had on our community.

Comm. Stimpson moved to approved, Comm. Tillotson seconded, Motion CARRIED by a Unanimous Roll Call Vote.

Proclamation: Commissioner Jenkins-Arno

Lenawee County Commissioner Nancy Jenkins-Arno- District #3

Nancy Jenkins-Arno has served as Commissioner for Rollin, Hudson, & Medina Townships, along with Cities of Hudson & Morenci from **January 01, 2019, through December 31, 2024.**

Commissioner Jenkins-Arno has demonstrated unwavering dedication, leadership, and service to her district and has been a vital member of many boards. **Lenawee County** depends on active citizen engagement, with the success of governance shaped by the dedication and enthusiasm of those who serve.

Therefore, The Board of Commissioners formally recognizes **Nancy Jenkins-Arno** for her outstanding service and dedication to representing our community. We are grateful for the invaluable contributions you have made to Lenawee County.

Nancy, we wish you continued success in all of your future endeavors and Thank You for your years of service.

Comm. Krasny moved to approve, Comm. Tillotson seconded, Motion CARRIED.

SPECIAL PRESENTATIONS:

Sam Beauford WoodWorking- Luke Barnett

Proclamation in Support

PRO#2024-020

Proclamation in Support of the Sam Beauford Woodworking Institute and its Enrollment Growth Project

WHEREAS, Lenawee County is committed to fostering educational excellence, supporting workforce development, and encouraging community growth through diverse and innovative educational opportunities; and

WHEREAS, the Sam Beauford Woodworking Institute (SBWI) has demonstrated a commitment to providing high-quality educational programs in the forest products industry, carpentry, furniture design, and related fields, significantly contributing to the economic and cultural development of Lenawee County; and

WHEREAS, SBWI is accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC), a recognized accrediting agency of the U.S. Department of Education, and offers structured curricula, qualified instruction, and recognized certifications, fulfilling the criteria of an educational institution; and

WHEREAS, the growth and expansion of SBWI's programs enhance the educational landscape of Lenawee County, promote workforce readiness, and support economic development by equipping students with valuable skills in artisan trades and technical fields; and

WHEREAS, SBWI's Enrollment Growth Project aims to expand the institute's capacity to educate more students, further increasing access to education and workforce development opportunities that benefit the entire community;

NOW, THEREFORE, the Lenawee County Commission proudly recognizes the Sam

Beauford Woodworking Institute for its outstanding contributions to education, workforce development, and community growth. The Commission expresses its support for SBWI's Enrollment Growth Project and commends its efforts to enhance educational opportunities and strengthen the County's economy through innovation and skilled trades training. Lenawee County remains steadfast in its support of initiatives that enrich our community and advance the goals of higher education and vocational excellence.

Comm. Bolton moved to approve Proclamation 2024-020, Comm. Jenkins-Arno seconded, Motion CARRIED by a Unanimous Roll Call Vote.

APPROVAL OF CONSENT AGENDA:

(Roll Call Vote)

December Consent Agenda

Comm. Collins moved to approve the following consent agenda items, Comm. Bolton seconded,

Board Appointments: The following appointments are CONFIRMED:

Rules & Appointments

Emergency 9-1-1 District Board - 9 members / 3 year term

Troy Bevier, Sheriff or designated representative (statutory) 12/27

Lt. Stephen Borello, Michigan State Police representative (statutory) 12/27

Land Bank Authority – 7 members/3 year term

Erin VanDyke, County Treasurer 12/27

Kristen Brown, Member 12/27

District Library - 7 members / 4 year term

Peggy Townshend, Onsted 12/28

Judy Bays, Palmyra Township 12/28

Dawn Clark, Adrian 12/28

James Douglas 12/28

Personnel Ways & Means:

Create - Nutrition Director Position – MSC

The recommendation to close the Head Cook position and create a full-time Nutrition Director, position # 35060-01 (Wages - NU8028, Start step) APPROVED.

Accounts Payable Year-End authorization

Accounts Payable Committee APPROVED and AUTHORIZED to adjust sectors of the General Fund, as necessary and within the amended 2024 budget, and to adjust Non-General Funds as necessary.

1st Qtr Allotment of Appropriation

RES#2024-15 RESOLUTION ENACTING FIRST QUARTERLY ALLOTMENT OF ALLOCATIONS

Whereas, the 2025 General Appropriations Act provided for the allotment of appropriations

on a periodic basis when financial circumstances warrant; and **Whereas**, the Lenawee County Board of Commissioners deems that financial circumstances exist whereby the quarterly allotment of appropriations contained in the 2024 General Fund Budget is deemed desirable; and **Whereas**, the financial circumstances dictate that other steps also be taken to contain expenditures during the fiscal year. **Therefore Be It Resolved** by the Lenawee County Board of Commissioners, that the expenditure of the 2025 appropriations as contained in the 2025 General Fund Budget be established for the period beginning January 1, 2025, and ending December 31, 2025, and that the elected and appointed officials responsible for appropriations be so notified, and; **Be It Resolved** that said County officials shall not cause obligations to be incurred against, nor shall payment be made from appropriations in excess of the amount provided in the schedule.
Resolution #2024-15 is ADOPTED.

Vehicle Purchase - Equalization Department

Equalization Department APPROVED to purchase a vehicle, in Summit White, with the County Logos on both sides of the vehicle for less than \$60,000, to be used for field work for Equalization Studies, and assessing. It will also be used for travel to and from educational classes, meetings and conferences.

Procurement of Professional Engineering Services

Mead & Hunt APPROVED as the Lenawee County Airport's Project Consultant.

Jail ARPA Projects-

Jail Booking Renovation

Authorization to accept the bid from Krieghoff for \$220,562.00, for the Jail booking area renovations APPROVED.

Walk-In Freezer Equipment

Request to accept Adrian Mechanical proposal of \$19,988.00 to replace walk-in freezer equipment plus \$1,000.00 electrical contingency for a total of \$20,988.00 with funding to come from the allocated ARPA funds APPROVED.

Ice Machine Replacement

Request for Restaurant Supply Web for \$8,058.66 with funding to come from the allocated ARPA funds APPROVED.

Restaurant Supply Web for \$31,040.50, with funding from the allocated ARPA funds APPROVED.

Reallocated to MSC project

The remaining ARPA fund balance of \$10,289.91 APPROVED to be allocated to the MSC project.

RES2024-14 911 Surcharge Resolution

Whereas, under MCL 484.1714 (1)(g) the State 9-1-1 Committee is required to provide notice to communication providers of the 9-1-1 surcharges in Michigan; and Whereas, this includes the counties' 9-1-1 operational surcharge, the state 9-1-1 surcharge, and the monthly prepaid surcharge; and Whereas, surcharge guidelines set by the State of Michigan are: Counties

may raise or lower their surcharge collection amount once annually. Modifications to the surcharge collection amounts go into effect on July 1, of each year. Counties requesting to raise their current surcharge, not to exceed voter approved cap, must do so by commissioner resolution. Resolutions must be to the State by May 15th. The service supplier may retain 2% of the approved county 9-1-1 surcharge to cover the supplier's costs for billings and collections. Lenawee County's surcharge cap was set by voter approval on November 5, 2024 at \$3.00 to assess a monthly surcharge of up to 16%, (with all operational surcharges not to exceed \$3.00 per month) of the lesser of \$20.00 or the highest monthly flat rate for basic single-party telephone service within the geographic boundaries of Lenawee County, beginning July 1, 2025. The revenue thus generated is to be distributed exclusively for technology updates, proper staffing, facilities and all other operational costs of the Lenawee County 911 Emergency Telephone Answering and Dispatch System. Now therefore Be It Resolved that the Lenawee County Board of Commissioners hereby determines the Lenawee County 9-1-1 Surcharge shall continue at \$3.00 July 1, 2025; and Be It Resolved that the appropriate Lenawee County Officials are hereby authorized to sign the necessary documents on behalf of the county and make necessary budget adjustments to complete this action.

Resolution #2024-14 is ADOPTED.

Motion to approve the consent agenda CARRIED by a Unanimous Roll Call Vote.

STANDING COMMITTEE REPORTS

ACCOUNTS PAYABLE (Comm. Collins)

AP Minutes 11/14/24

Comm. Collins reported from the Accounts Payable Committee.

November 14, 2024: Total vouchers: \$3,569,582.76 with the general fund's portion being \$301,594.20

Comm. Collins moved to approve total vouchers, as presented, Comm. Tillotson seconded, Motion CARRIED.

CRIMINAL JUSTICE (Comm. Collins)

Criminal Justice minutes 12/5/24

Comm. Collins reported from the Criminal Justice Committee.

HUMAN SERVICES (Comm. Bolton)

Human Service Minutes 12/2/24

Comm. Bolton reported from the Human Services Committee.

IT/EQUALIZATION (Comm. Krasny)

Board of Commissioners
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ITE minutes 12/5/24

Comm. Krasny reported from the IT/Equalization Committee.

PERSONNEL / WAYS & MEANS (Comm. Collins)

PWM minutes 12/10/24

Comm. Collins reported from the Personnel/Ways & Means Committee.

POLICIES & PROCEDURES (Comm. Jenkins-Arno)

Policy Procedure minutes 12/2/24

Comm. Jenkins-Arno reported from the Policies & Procedures Committee.

Personnel Handbook

Comm. Jenkins-Arno moved to approve the Personnel Handbook, with the committee recommendations, Comm. Bolton seconded, Motion CARRIED.

POL 2024-018 Environmental Policy

Comm. Jenkins-Arno moved to approve the Environmental Policy, with the committee recommendations, Comm. Bolton seconded, Motion CARRIED.

POL2024-022 Citizen Participation Plan

POL2024-023 Economic Opportunities for Section 3

POL2024-024 Grievance Procedure

POL2024-025 Non-Discrimination on Basis of Disability

POL2024-026 Fair Housing Policy

Comm. Jenkins-Arno moved to approve the Environmental Policy, Citizen Participation Plan, Economic Opportunities for Section 3 Policy, Grievance Procedure Policy, Non-Discrimination on Basis of Disability Policy and Fair Housing Policy, with the committee recommendations, Comm. Bolton seconded, Motion CARRIED.

PHYSICAL RESOURCES (Comm. Krasny)

Physical Resources minutes 12/5/24

Comm. Krasny reported from the Physical Resources Committee.

RULES & APPOINTMENTS (Comm. Martis)

Rules Appointments minutes 12/10/24

No Report.

BOARD APPOINTMENT (VOTING MEMBER) REPORTS

AG ADVISORY LAND USE (Comm. Tillotson)

No Report.

AIRPORT COMMISSION (Comm. Bales)

Airport 12/2/24

Comm. Bales reported from the Airport Commission.

COMMUNITY ACTION AGENCY (Comm. Stimpson)

Comm. Stimpson reported from the Community Action Agency.

COMMUNITY MENTAL HEALTH AUTHORITY (Comm. Stimpson)

Comm. Stimpson reported from the Community Mental Health Authority.

COUNTY PLANNING COMMISSION (Comm. Bolton)

County Planning Minutes 11/21/24

Comm. Bolton reported from the County Planning Commission.

DEPARTMENT ON AGING (LDA) (Comm. Bolton)

Dept. on Aging minutes 12/5/24

Comm. Collins reported from the Dept. on Aging.

DEPARTMENT OF HEALTH & HUMAN SERVICES (Comm. Bolton)

No report.

EMERGENCY 911 DISTRICT BOARD (Comm. Collins)

E911 minutes 11/14/24

Comm. Collins reported from the Emergency 911 District Board.

HEALTH BOARD (Comm. Collins)

Health Board minutes 11/20/24

Comm. Collins reported from the Health Board.

HOMELAND SECURITY & LOCAL EMERGENCY PLANNING (Comm. Collins)

No report.

LAND BANK AUTHORITY (Comm. Jenkins-Arno)

Landbank minutes 11/19/24

Comm. Jenkins-Arno reported from the Land Bank Authority.

LENAWEE PUBLIC TRANSPORTATION AUTHORITY (Comm. Tillotson)

Comm. Tillotson reported from the Lenawee Public Transportation Authority.

MAC - Finance & General Government (Admin. Murphy)

No report.

MAC- Judiciary & Public Safety (Deputy Elliott)

Deputy Admn. Elliott reported from MAC-Judiciary & Public Safety.

MAURICE SPEAR CAMPUS (Comm. Collins)

Comm. Collins reported from the Maurice Spear Campus.

PARKS COMMISSION (Comm. Tillotson)

No report.

REGION 2 PLANNING COMMISSION (Comm. Tillotson)

No report.

SOLID WASTE/MATERIALS MANAGEMENT COMMITTEES (Comm. Stimpson)

Materials Mgmt. Committee 12/4/24

Comm. Stimpson reported from the Solid Waste/Materials Management Committee.

SUBSTANCE USE DISORDER OVERSIGHT POLICY BOARD (Comm. Tillotson)

No report.

TRIAD COMMITTEE (Comm. Bolton)

No report.

LIAISON (NON-VOTING) REPORTS

MICHIGAN TOWNSHIP ASSOCIATION (Comm. Martis)

No report.

ROAD COMMISSION (Comm. Martis)

No report.

VETERANS' AFFAIRS (Comm. Collins)

VA minutes 11/8/24

Comm. Collins reported from Veteran's Affairs.

OTHER LIASON APPOINTMENTS

None.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Organizational Meeting 1/3/24 10:00am

Comm. Collins moved to set the Organizational Meeting for Friday, January 3, 2025, at 10:00 a.m., Comm. Krasny seconded, Motion CARRIED.

January Meetings

Comm. Collins moved to push back the first two weeks of the January Standing Committee Meetings, for one week, Comm. Krasny seconded. Discussion held.

Motion was defeated by the following Roll Call Vote: Yeas (4) Comm. Collins, Jenkins-Arno, Krasny, Van Doren. Nays (4) Comm. Bales, Bolton, Stimpson, Tillotson.

PUBLIC COMMENT: [on any topic- 3 minute limit]

Matthew Witte- Raisin Township Resident- shared comments regarding election integrity and election laws change needed.

COMMISSIONER COMMENT:

Comm. Bolton expressed that it was her honor and privilege to serve the constituents of Lenawee County and thanked everyone for their trust and support in her, for the past 22 years.

ANNOUNCEMENTS:

OCH closing 12/17, 1:30pm- Training

Swearing-in ceremony for the newly elected county officials will be held on Dec. 16th, at 3:30 p.m. in the commissioners' chambers.

ADJOURN/RECESS:

Comm. Bolton moved to adjourn at 3:12 p.m., Comm. Bales seconded, Motion CARRIED.