PERSONNEL/WAYS & MEANS COMMITTEE

Kimberly L. Murphy
County Administrator

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MEMBERS
Kevon Martis, Ralph Tillotson
Committee of the Whole
301 N. Main St, Adrian, MI 49221

MEETING LOCATION
Chambers

Minutes: Tuesday, August 12, 2025

I. Call to Order

The meeting was called to order at 10:00 a.m. by Commissioner Martis

Present: *Commissioners: David Aungst, Beth Blanco, Terry Collins, James Daly, Kevon Martis, Ralph Tillotson, James Van Doren*

Also Present: *Administrator Kim Murphy, Corporate Counsel John Gillooly, Deputy Administrator Shannon Elliott, Sheriff Troy Bevier, Community Development Coordinator Francine Zysk, Treasurer Erin VanDyke, Human Resources Director Bev Ahlers, Human Resources Assistant Rachel McAran, Accountant Matt Turgeon, Finance Director Dan Zimolzak, Health Officer Monica Hunt, Lieutenant Corinne Perdue, Sergeant Christopher Hudson, Luke Hutchens-Mead & Hunt, Josie Gilmore, Judi Gilmore, and Gayle Gannaway.*

Absent: *David Stimpson, Dustin Krasny*

II. Approval of Minutes

A. Approval of Minutes: July 9, 2025

Motion by Van Doren to approve the minutes of July 9, 2025, seconded by Blanco . Motion carried.

III. Public Comment (on any agenda item)

No comment.

IV. Rules

No discussion.

V. Board Appointments

A. August Appointments

The following resignations, reappointments, and appointments are submitted for your confirmation.

BRIDGING THE GAP OPIOID SUB-COMMITTEE - 9 members
Kevon Martis, Government

Motion by Van Doren to recommend appointment as presented to the Board of Commissioners, seconded by Aungst. Motion carried.

VI. Personnel Business

A. Employment Changes

The monthly employment changes were included in the packet; no discussion.

B. Employee Anniversaries

August Lenawee County employee anniversaries were included in the packet.

C. **Request:** Recovery Court Case Manager

Circuit Recovery Court currently has a grant-funded, contracted Case Manager position. The current contractor that is providing this position will be discontinuing the service in September 2025. To prevent a gap in services in Recovery Court, it is recommended to bring this position in-house by: creating a full-time Recovery Court Case Manager position, paygrade NU75CT09. The Recovery Court Case Manager position is currently paid 100% by the SAMHSA grant, including fringes and benefits, which is expected to continue. If such grant funding is no longer available, it is possible the County position may be discontinued. The request is to create a grant-funded Recovery Court Case Manager position, pay grade NU75CT09.

Motion by Van Doren to create a grant-funded Recovery Court Case Manager position, pay grade NU75CT09 to the Board of Commissioners, seconded by Blanco. Motion carried.

D. **Request**: Public Health Nurse Position Adjustments

This request is to adjust 2 Public Health Nurse positions. These changes are part of a broader departmental restructuring to support service realignment and efficient resource use.
Effective immediately: Keep open, but unfilled and budget at zero # 11851-02 Public Health Nurse III, Full-Time, Grade NU7544. Add # (TBD), Public Health Nurse III, Part-Time, Grade NU7544 $30.7594 - $35.2867 per hour / 22.50 hours per week.
Effective October 1, 2025: Keep open, but unfilled and budget at zero. P# 11849-02 Public Health Nurse II, Full-Time, Grade NU7542. Add # (TBD), Public Health Nurse II, Part-Time, Grade NU7542. $29.4051 - $33.7001 per hour / 22.50 hours per week.

Motion by Collins to recommend the Full-Time Public Health Nurse III and Nurse II be kept open, unfilled and zero budget, and create a Part-time Public Health Nurse III, and Part-Time Public Health Nurse II, each at 22.50 hrs. per week, seconded Aungst, to the Board of Commissioners. Motion carried.

E. Other Personnel Business

No discussion.

VII. Ways & Means Business

A. Finance Reports

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

B. **Request:** Region 2 Planning Commission Contract

Region 2 Planning Commission provides community planning services for the County. In exchange for these services, the Region 2 Planning Commission receives approximately $26,845 annually. This amount could vary slightly from year-to-year based on the types of projects Region 2 is working on. In order to create more transparency between the County and Region 2, the attached Agreement has been drafted. It has also been reviewed by corporation counsel. This Agreement pertains to general community planning services. Specialized services such as the Parks Master Plan, Land Use Plan, etc., will be referenced under a separate contract for services. The request is to recommend approval of the Planning Services Agreement between the County of Lenawee and the Region 2 Planning Commission and authorize the Board Chairman to sign.

Motion by Van Doren to recommend approving the agreement between Lenawee County and Region 2 Planning Commission and authorize Board Chairman to sign, seconded by Blanco. Motion carried.

C. **Request:** CDBG Rehabilitation Grant with Community Action Agency

MSHDA has implemented a new process to reserve Community Development Block Grant (CDBG) funds, which are funded through MI Neighborhood. The Lenawee County CDBG Rehabilitation project would work with a third-party administrator to fund essential home rehabilitation services such as: roof replacements, HVAC upgrades, window or door replacements, and other health and safety improvements to maintain habitable living conditions. This project is expected to benefit approximately 75 eligible homeowners and enhance the quality of life for low-to moderate-income homeowners in Lenawee. The grant application is for a total of $1.5 million for home rehabilitation projects, administered by a third party.
The request is to recommend publishing the draft CDBG application, Lenawee's Community Development Plan, and setting a public hearing for 9/10/25, to the Board of Commissioners.

Motion by VanDoren to recommend publishing the draft CDBG application, Lenawee's Community Development Plan, and set a public hearing for 9/10/25, to the Board of Commissioners, seconded by Collins. Motion carried.

D. **Request:** KRTA Repayment Agreement

As part of the Kiwanis Trail Extension, the County is awaiting reimbursement for the final amount of $187,157.77. After various conversations, representatives of the Kiwanis Regional Trail Authority (KRTA) have proposed a repayment plan. This plan has a 10-year payback with annual payments of $10,000 and a balloon payment at the end of those 10 years. The first payment would be issued yet this year.
The request is to recommend approval of the Installment Payment Plan Agreement between the KRTA and Lenawee County, and authorize the Board Chairman to sign the agreement after the annual payment has been added.

Motion by Collins to postpone all action to the September 9, 2025 Personnel Ways & Means meeting to allow KRTA to finalize the the Installment Payment Plan Agreement, seconded by Blanco. Motion carried.

E. **Request:** Sackler/Purdue Opioid Settlment Agreement

We have been advised by the National Opioid Settlements Implementation Administrator that a settlement has been reached with the Sackler Family and Purdue Pharma L.P. Attached is a copy of the Sackler Family and Purdue Pharma Settlement Agreement, Participation form, and a resolution to additionally authorize entry of participation agreements in the settlement of the national prescription opiate litigation with Sackler Family/Purdue Pharma. It is anticipated that, if we enter the Participation Agreement in this matter, Lenawee County is estimated to receive an aggregated payment of approximately $541,507.35 over 15 years under the Settlement Agreement. The request is to recommend authorizing the County Administrator to sign the Sackler Family/Purdue Pharma Participation Form and approval of Resolution #2025-011.

Motion by Van Doren to recommend approving resolution #2025-011 and authorize the County Administrator to sign the Sackler/Purdue Participation Form, to the Board of Commissioners, seconded by Blanco. Motion carried.

F. **Request**: Multiple Manufacturer Defendant Settlements

We have been advised by the National Opioid Settlements Implementation Administrator that a settlement has been reached with eight (8) Manufacturer Defendants including: Alvogen Inc, Amneal Pharmaceuticals Inc, Apotex Inc, Hikma Pharmaceuticals Inc, Indivior Inc, Mylan Pharmaceuticals Inc, Sun Pharmaceuticals Inc, Zydus Pharmaceuticals Inc. Attached is a copy of the Multiple Manufacturer Defendant Settlements Agreements, Participation forms, and a resolution to additionally authorize entry of participation agreements in the settlements of the national prescription opiate litigation with the listed Multiple Manufacturer Defendants. It is anticipated that, if we enter the Participation Agreement in this matter, Lenawee County is estimated to receive aggregated payments of approximately $84,610.52. The request is to recommend authorizing the County Administrator to sign the Participation Forms for Alvogen Inc, Amneal Pharmaceuticals Inc, Apotex Inc, Hikma Pharmaceuticals Inc, Indivior Inc, Mylan Pharmaceuticals Inc, Sun Pharmaceuticals Inc, Zydus Pharmaceuticals Inc. and approve Resolution #2025-012.

Motion by Blanco to recommend the County Administrator sign the Opioid Multi-Defendant Participation forms and approving resolution #2025-12, to the Board of Commissioners, seconded by Collins. Motion carried.

G. **Request:** Contract for Professional Engineering Services

We have nearly completed discussion and settlement with the homeowners impacted in Phase I which includes the purchase of avigation easements and removal of obstructions that are located predominately in the line of runway 23. The next step in this process is to enter into a design contract for the removal of the trees that are creating the obstruction. This contract work will cost $40,780 and will come from the Airport Budget. This expenditure is eligible for reimbursement under the normal scenarios of 90% federal and 5% state. Leaving the County at a 5% cost. The request is to recommend entering into a Contract for Professional Engineering Services with Mead & Hunt in the amount of $40,780.00 and authorizing the Board Chairman to sign said contract to the Board of Commissioners.

Motion by Blanco to recommend entering into a contract with Mead & Hunt for Professional Engineering Services, in the amount of $40,780.00 and authorize Board Chairman to sign, to the Board of Commissioners, seconded by Collins. Motion carried.

H. Committee Referrals/Recommendations

1) **Request:** Dispatch Managed Emergency Voice Operations (MEVO) System

The Managed Emergency Voice Operations (MEVO) anywhere system enables 911 Centers to operate remotely and maintain both administrative and emergency call functions in the event of a failure of the primary call processing equipment (CPE). The current MEVO is outdated and no longer supports newer and updated functionality, making an upgrade necessary. Hardware and Connectivity (Years 1–5): $6,660.00 annually Configuration, Setup, & Testing (Year 1 only): $2,615.00. Total First-Year Cost: $9,275.00. The request is to recommend approving the 5-year agreement with INdigital for Emergency Voice Operations, to the Board of Commissioners.

Motion by Collins to recommend approving the 5-year agreement with INdigital for Managed Emergency Voice Operations in the amount of $9,275 for year one and $6,660 for years two through five, to the Board of Commissioners, seconded by Van Doren. Motion carried.

2) **Request:** Health Department Improvement Bids

The Board of Commissioners approved the Health Department Infrastructure Projects in October 2024. These projects are funded through the CDC Public Health Workforce & Infrastructure Grant, totaling $704,738 over four years (September 1, 2023 – September 30, 2027). Deputy Elliott reviewed the four proposed projects that included various room restructuring. The request is to recommend approving to enter into a contract with Krieghoff-

Lenawee for a total of $420,844, to the Board of Commissioners.

Motion by Blanco to recommend approving to enter into a contract with Krieghoff-Lenawee for a total of $420,844, to the Board of Commissioners, seconded by Collins. Motion carried.

3) **Request**: HSB Sealcoating

The 2025 CIP at the Human Services Building, included a budget to crack fill/seal/stripe the HSB parking lots. The request is to accept the proposal from K&B of $32,503 to crack fill/seal/stripe the HSB lots and $1,000 for signs and curb paint.

Motion by Blanco to recommend accepting the K&B proposal to crack/fill/seal/strip the HSB lots for $33,503.00 to the Board of Commissioners, seconded by Tillotson. Motion carried.

4) **Request:** MSC Project - New Fiber to Administration and Addition

As part of the Maurice Spear Expansion Project, a new fiber line is required in order to connect the addition to the administration building. This connection has been planned from the early stages of the project and is now ready to be implemented. The request is to recommend approving the quote from Creek Enterprise, in the amount of $6,620.19 for fiber connecting the MSC administration building and the new addition. Further, Deputy Elliott stated this is part of the soft costs included in the total MSC project budget.

Motion by Tillotson to recommend approving the quote from Creek Enterprise in the amount of $6,620.19 for MSC fiber to the Board of Commissioners, seconded by Aungst. Motion carried.

I. Other Ways & Means Business

1) October Meeting

The County Administrator, Deputy Administrator, and some Commissioners will be attending the annual MAC conference from September 30th-October 3rd. Discussion was held regarding moving the October meeting 1 week out, to October 14th.

Motion by Tillotson to recommend moving the October 7, 2025 Personnel Ways & Means meeting to October 14, 2025, seconded by Aungst. Motion carried.

2) Strategic Planning Discussion

Administrator Murphy discussed the consideration of a Lenawee County Strategic Plan. One of the goals this year for the Board of Commissioners is to begin preparing a Strategic Plan. Administrator Murphy has discussed this topic with various other counties and from those discussions, Kent County Administrator Al Vanderberg has offered some insight. Mr. Vanderberg has served a number of different municipalities as a City Manager and County Administrator and is also an amazing visionary and mentor. Vanderberg has assisted *a few other municipalities in the strategic planning process and is willing to assist Lenawee County with our Strategic Plan. In addition, Mr. Vanderberg has graciously offered to assist Lenawee County with our Strategic Plan, at no charge.*

Motion by Aungst to recommend the County Administrator contact Al Venderberg to discuss his Strategic Planning assistance to the Board of Commissioners, seconded by Blanco. Motion carried.

J. **Request**: Closed Session MCL- 15.268 Section 8 (e) Consult with Legal Counsel

There is a request to enter into closed session pursuant to Open Meetings Act 267 of 1976, MCL 15.268 Section 8 (e), for the purpose of consulting with legal counsel.

Motion by Collins to enter into closed session pursuant to Open Meetings Act 267 of 1976, MCL 15.268 Section 8 (e) for the purpose of consulting with legal counsel, seconded by Blanco. Passed by unanimous roll call vote.
Closed session started at: 10:40 a.m.

Regular session resumed at: 11:20 a.m.

Motion by Van Doren to recommend approval of the settlement in the matter of Fox vs. Saginaw et. al. and as recommended by attorney Lawler, to the Board of Commissioners meeting, seconded by Collins. Motion carried.

K. **Request**: Closed Session MCL 15.268 Section 8 (d) Consider the purchase or lease of real property

There is a request to enter into closed session pursuant to Open Meetings Act 267 of 1976, MCL 15.268 Section 8 (d), to consider the purchase or lease of real property.

Motion by Blanco to enter into closed session pursuant to Open Meetings Act 267 of 1976, MCL 15.268 Section 8 (d) to consider the purchase or lease of real property seconded by Aungst. Passed by unanimous roll call vote.
Closed session started at: 11:23 a.m.

Regular session resumed at: 11:38 a.m.

VIII. Additional Items for Consent Agenda
none.

IX. Public Comment (on any non-agenda item)

X. Commissioner Comment:

Commissioner Van Doren reminded the commission that a policy on delayed voting will be brought before the board at the Board of Commissioners meeting.

Commissioner Van Doren requested the board review the applications for Road Commissioner prior to the Board of Commissioners meeting.

XI. Adjournment

Motion by Tillotson to adjourn the meeting at 11:44, seconded by Blanco. Motion carried.