

PERSONNEL/WAYS & MEANS COMMITTEE

Kimberly L. Murphy
County Administrator

301 N. Main St, Adrian, MI 49221
p: 517-264-4508 | f:517-264-4512

[Website](#)



MEMBERS

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

MEETING LOCATION

Chambers

Minutes: Tuesday, September 9, 2025

I. Call to Order

Present: Commissioners: David Aungst, Beth Blanco, Terry Collins, James Daly, Dustin Krasny, Kevon Martis, David Stimpson, James Van Doren

Also Present: Administrator Kim Murphy, Corporate Counsel John Gillooly, Deputy Administrator Shannon Elliott, Sheriff Troy Bevier, Emergency Management Coordinator Craig Tanis, Treasurer Erin VanDyke, Human Resources Director Bev Ahlers, Human Resources Assistant Rachel McArane, Brian Vish (WLEN), Accountant Matt Turgeon, Finance Director Dan Zimolzak, Administrative Coordinator Carissa Zubke, Roxann Holloway, Community Engagement Speciality Quinn Wilt, Register of Deeds Carolyn Bater, Marketing & Communications Coordinator Jen Ambrose, Jackie Bradley-Lenawee, Community Mental Health, Emergency Management Coordinator Craig Tanis, Judi Gilmore

Absent: Ralph Tillotson

The meeting was called to order at 10:00am by Comm. Martis

II. Approval of Minutes

A. Approval of Minutes: August 12, 2025

Motion by Van Doren to approve the minutes of August 12, 2025, seconded by Collins. Motion carried.

III. Public Comment (on any agenda item)

No Comment.

IV. Rules

None.

V. Board Appointments

A. Board Appointments

The following resignations, reappointments, and appointments are submitted for your confirmation. The **attached** Board Appointment and Liaison appointment list is being

submitted for confirmation;

Department on Aging (Lenawee) - 16 members / 3 year term

Karol "KZ" Bolton, Comm. District #5 9/28

Gloria Bortnichak, Comm. District #2 9/28

Jeff Dicenzo, Adrian, Senior Network 9/28

Ralph Tillotson, County Commissioner 9/28

SUBSTANCE USE DISORDER OVERSIGHT POLICY BOARD (CMHPSM) - 2 members / 3 year term

David Stimpson, Commissioner, At Large 9/28

Motion by VanDoren, to recommend approving the appointments, as presented to the Board of Commissioners, seconded by Blanco. Motion carried.

VI. Personnel Business

A. Employment Changes

Lenawee County employment changes were included; no discussion.

B. Health Insurance Rates

Administrator Murphy reviewed the Health Insurance rates for 2026. Overall, there is an increase of 16.14% for the County's 2026 health insurance rates, between the 5 different health plans.

The High Deductible Health insurance plans have the highest number of County employees enrolled. Lenawee County's 2026 proposed budget includes a 10% budget plan for Health Insurance and anything beyond that 10% will be passed on to the employees.

There is no action needed from the board today.

C. Employee Anniversaries

No dicussion.

D. Other Personnel Business

1) Request: Tuition Reimbursement

There is a request for a tuition reimbursement, for a total of \$2,502.60. Pursuant to our Tuition Reimbursement Policy, assuming all terms are met, the employee would be eligible for a reimbursement of \$834.20 per class.

It is requested to recommend the Board of Commissioners approves the Tuition Reimbursement Application for the reimbursable amount of \$834.20 per course upon meeting all requirements outlined in the Tuition Reimbursement Policy (POL#2024-007).

Motion by Van Doren, seconded by Blanco to recommend approval of the Tuition

Reimbursement application for \$2,502.60, to the Board of Commissioners. Motion carried.

VII. Ways & Means Business

A. Finance Reports

Administrator Murphy reviewed the year-to-date revenues and expenses of the General Fund income Statement and the year to date revenues and expenses of the Fund Equity Report.

B. Request: 4th Quarterly Allotment

The scheduled allotment of allocations from the General Fund is attached and is being recommended to approve the 4th Quarterly Allotment of Appropriation by way of Resolution#2025-13.

Motion by Collins, seconded by Van Doren to recommend approving the 4th Quarterly Allotment of Allocations Resolution #2025-13 to the Board of Commissioners. Motion carried.

C. Request: Budget Adjustments

Various budget adjustments are being requested for the Public Defenders office and the Health Department derived from grant updates, actual expenditures, and the designated and anticipated expenses for 2025. It is requested to recommend approval of the budget adjustments as presented.

Motion by Aungst, seconded by Blanco to recommend approving the Budget Adjustments as presented to the Board of Commissioners. Motion carried.

D. Request: 2026 Lenawee County Budget Presentation

Administrator Murphy presented the proposed 2026 Lenawee County Budget. The request is to recommend publishing the draft 2026 budget and to set a public hearing for September 25, 2025, at 6:05 p.m.

The 2026 Budget includes an overall budget of \$43.1 million and a \$3.3 million Capital Fund Budget, which includes a new Judicial Building Division. Murphy explained that dedicating capital funding toward a potential future renovation of the Rex B. Martin Judicial Building would help reduce any future bond obligations.

Murphy highlighted the projected 2026 revenues, noting an expected overall increase of 4%. The estimated 2.5% increase in property taxes is based on the Consumer Price Index. State Revenue Sharing is projected at \$2.8 million, based on current state information. Marijuana Tax Revenue is estimated at \$801,000, which will be applied to general operations since it is not restricted for specific use.

Historically, Lenawee County has received multiple state and federal grants. Based on pending state and federal budgets, the County's projected grant amounts were determined using the information currently available. Murphy also reviewed potential impacts on mandated programs should certain grants not be renewed. General Fund revenue sources were further outlined.

Projected 2026 expenses show an overall 3.5% increase. Of these expenses, 17% are non-personnel and 83% are personnel-related. Administrator Murphy noted that 2026 marks the final year of the wage and compensation study agreement, which included increases necessary to align certain positions with the state's average pay grade. An overview of 2026 General Fund expenses was provided.

Lenawee County's debt service includes only two bond obligations: the 2018 Sheriff's Office Bond and the 2020 Bond for renovations to the Old County Courthouse.

The proposed 2026 General Fund Budget is \$43,127,587. The Administrator's Office has met with every department to assess and consider their needs throughout the budget process. All non-General Fund appropriations have also been reviewed and included. Lenawee County continues to budget strategically for its future.

Motion by Blanco, seconded by Aungst to recommend publishing the draft 2026 budget and set a public hearing to be held on September 25, 2025. Motion carried.

The Commissioners commended the hard work of the County Administrator and her team for keeping the County whole and for strategically planning the 2026 budget.

E. Capital Improvement Plan

Deputy Administrator Shannon Elliott provided an overview of the 2026 Capital Improvement Plan, which includes the following divisions:

- *Parks*
- *Building & Site*
- *Maurice Spear Campus*
- *IT Division, Sheriff Vehicle Division*
- *B&G Vehicle Division*
- *Vehicles—Other Department*
- *Tecumseh Products Site*
- *Judicial Building*

Each division was presented and recommended by its associated committee.

Both the Building & Site Division and Maurice Spear Campus Division include a "Use of Fund Balance." Elliott explained that some projects originally planned for completion in 2025 were delayed due to other ongoing site projects. The funding for those uncompleted 2025 CIP

projects will be placed back into reserve and reallocated in 2026 to complete them.

The overall Capital Improvement Plan also includes the 2026–2030 five-year rolling budget for each division. Each five-year plan was reviewed by the coordinating committee and recommended for approval.

The 2026 Capital Fund Distribution totals \$3,300,000.

No further discussion.

F. Committee Referrals/Recommendations

1) **Request:** Secondary Road Patrol Vehicle

Comm. Martis reviewed the request for a Secondary Road Patrol vehicle. The Secondary Road Patrol grant will have approximately \$48,000 remaining after expenses are paid in the 4th Quarter. The current vehicle is beginning to age and requires maintenance and the request is to purchase a 2025 Dodge Durango police vehicle from LaFontaine CDJR of Lansing for \$43,913.

Funding for the vehicle will be from the grant funds and no general fund dollars would be used.

Motion by Van Doren, to recommend the purchase of a 2025 Dodge Durango not to exceed \$43,913 for Secondary Road Patrol, to the Board of Commissioners, seconded by Krasny. Motion carried.

No discussion.

2) **Request:** MSC Cell Booster

Comm. Martis reviewed the request to purchase a Cell Booster for Maurice Spear Campus. The expansion at Maurice Spear Campus is built with thick concrete walls, metal reinforcements, and secure construction materials, which can severely block cellular signals. Cellular Boosters help improve signal penetration within offices, staff areas, and control rooms. This project and cost are included in the Guaranteed Maximum Price of the Maurice Spear Campus project, falling under the Soft Costs portion of the project.

Motion by Collins, seconded by Blanco, to recommend the purchase of the MSC cell booster for \$36,500.00 to the Board of Commissioners. Motion carried.

3) **Request:** Purchase M30T Drone and 800MHz Portable Radio

Comm. Martis reviewed the request to purchase a M30T Drone and 800MHz radio. The drone is the same model as the drone utilized to support the response to the Adrian fire earlier this year. The cost for the drone is \$18,217.

Additionally, it is requested to purchase an 800 MHz portable radio to deploy with the Drone Team so they can communicate with incident command and dispatch. The cost for the radio package is \$5,743.67. The total requested amount is \$23,960.67.

This would be a grant-funded project with no General Fund dollars utilized.

Motion by Collins, seconded by Van Doren to recommend the purchase of the M30T Drone and 800 MHz radio, not to exceed \$23,960, to the Board of Commissioners. Motion carried.

4) **Request:** Electronic Payment Processing Contract with G2G

Comm. Martis provided an overview of the request.

Lenawee County has the ability to accept credit card payments at various departments and are processed through a contract with G2G.

G2G notified us that their software provider is changing, and our current card readers will no longer be compatible. There are a total of 22 devices in the County. It is recommended to replace the devices with 22 wired and deluxe mount card readers.

Motion by Van Doren, seconded by Blanco, to recommend the purchase of 22 wired/deluxe mounted readers from G2G for \$11,550.00, to the Board of Commissioners. Motion carried.

G. Other Ways & Means Business

No discussion.

VIII. Additional Items for Consent Agenda

A. **Resolution #2025-09** - Opposing MDHHS Procurement Proposal

Last month, Kathryn Szewczuk from Lenawee Community Mental Health provided a presentation to the Board of Commissioners explaining the concerns regarding the Michigan Department of Health and Human Services (MDHHS) to initiate a competitive procurement process for the management of Prepaid Inpatient Health Plans (PIHPs).

Resolution #2025-09 opposes the MDHHS 2025 procurement proposal.

Motion by Van Doren to recommend adopting Resolution #2025-09 Opposing MDHHS 2025 Procurement Proposal to the Board of Commissioners, seconded by Stimpson. Motion carried.

Comm. Van Doren shared that, generally, he does not send resolutions about state issues due to, at times, overwhelming requests. However, he sees concern with this issue that would result in the contracting of such services in Lenawee. Currently, that is all done in the County, and he wishes that it will remain the same in the future.

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

No comment.

X. Commissioner Comment

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No comment

XI. Adjournment

Motion by Collins to adjourn at 10:57am, seconded by Blanco. Motion carried.