

BOARD OF COMMISSIONERS



MEMBERS

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

MEETING LOCATION
ANNUAL MEETING

Minutes: Wednesday, October 15, 2025

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

The meeting was called to order at 1:30 PM by Vice Chair Krasny.

ROLL CALL

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

Comm. James Van Doren absent.

Also

Present: Administrator Kim Murphy, Corporate Counsel John Gillooly, Deputy Administrator Shannon Elliott, Community Development Coordinator Francine Zysk, Treasurer Erin VanDyke, Human Resources Director Bev Ahlers, Brian Vish (WLEN), Finance Director Dan Zimolzak, Administrative Coordinator Carissa Zubke, Marketing & Communications Coordinator Jen Ambrose, Community Engagement Specialist Quinn Wilt, Register of Deeds Carolyn Bater, Treasurer Erin Van Dyke, State Representative Nancy Jenkins-Arno, Sue Macauley, Election Coordinator Michelle Bates, Jill Hicks, Kelsie Perez, Angie Roulo, Katherine Simpkins, Candy Harper, Diane Anderson, Printing/Purchasing Director Kim Cramer, Crystal Gritzmaker, Veteran Affairs Service Director Tammy Sheldon, Deputy Veteran Affairs Service Director Timothy Ruple, Veteran Affairs Executive Committee Chairman Michael Shadbolt, Clerk Roxann Holloway.

APPROVAL OF MINUTES:

Approval of Minutes: September 25, 2025

Comm. Aungst moved to approve the Minutes of September 25, 2025, Comm. Blanco seconded, Motion CARRIED.

AMENDMENTS TO THE AGENDA

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

PETITIONS and COMMUNICATIONS:

Communications were read.

INTRODUCTION OF SPECIAL GUESTS:

Comm. Aungst recognized State Representative, Nancy Jenkins-Arno.

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

None.

RESOLUTIONS/PROCLAMATIONS:

Proclamation Honoring the Retirement of Kim Cramer

PRO#2025-18

RETIREMENT PROCLAMATION HONORING KIM CRAMER

LENAWEE COUNTY PRINTING & PURCHASING DIRECTOR

WHEREAS, Kim began her long and distinguished career with Lenawee County on December 6, 1982, under the Comprehensive Employment and Training Act, serving as a part-time Printing Technician and working 20 hours a week;

WHEREAS, on December 5, 1983, Kim transitioned to a full-time role as Legal Secretary I in the Prosecuting Attorney's Office, demonstrating adaptability and a commitment to public service;

WHEREAS, on September 2, 1985, Kim returned to her roots in the Printing Department as a full-time Printing Technician I, and was later promoted on January 18, 1988, to Printing Technician II in recognition of her skill, reliability, and leadership;

WHEREAS, Kim assumed the role of Acting Printing & Purchasing Director on September 25, 1988, and was officially appointed to the position on January 1, 1989, a role in which she has served faithfully and effectively for over 36 years; and

WHEREAS, over the course of 42 years and 11 months of faithful service to Lenawee County, Kim has exemplified professionalism, institutional knowledge, and a strong work ethic that has earned her the admiration of her colleagues and the respect of the entire organization;

NOW, THEREFORE, be it proclaimed that we, the Lenawee County Board of Commissioners, do hereby honor and commend Kim for her nearly 43 years of dedicated public service;

BE IT FURTHER PROCLAIMED, that we extend our deepest gratitude for her invaluable contributions and offer our warmest wishes for a well-earned retirement filled with happiness, health, and exciting new adventures.

Comm. Martis moved to adopt Pro#2025-18, Comm. Tillotson seconded, Motion CARRIED by a UNANIMOUS Roll Call Vote.

Domestic Violence Awareness Proclamation - Jill Hicks & Candy Harper - Catherine Cobb
Safe House

PRO #2025-19

DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, domestic violence is a serious issue that affects individuals and families in every community, regardless of age, race, gender, or socioeconomic status; and
WHEREAS, national statistics show that one in four women and one in nine men have experienced severe violence, sexual abuse, or stalking by a partner or family member—leading to injury, trauma, and long-term harm; and
WHEREAS, the 2023 Michigan State Police Incident Crime Report recorded **67,816 domestic violence incidents** reported to law enforcement statewide; and
WHEREAS, Lenawee County is home to the **Catherine Cobb Safe House**, which provides vital emergency shelter, safety, and support services to survivors of domestic and sexual violence, offering a path toward healing and independence; and
WHEREAS, the Board of Commissioners recognizes and commends the staff, volunteers, and advocates at the Catherine Cobb Safe House, along with law enforcement, healthcare providers, educators, and community members, for their ongoing commitment to ending domestic violence; and
WHEREAS, raising awareness, promoting healthy relationships, and providing education and resources are essential to preventing abuse and building a safer, more compassionate community; and
WHEREAS, October is recognized nationally as **Domestic Violence Awareness Month**, providing an opportunity to renew our collective commitment to end domestic violence in Lenawee County and beyond;
NOW, THEREFORE, BE IT RESOLVED, that the **Lenawee County Board of Commissioners** does hereby proclaim **October 2025 as Domestic Violence Awareness Month** in Lenawee County and urges all residents to speak out against abuse, support survivors, and help build a future free from violence.

Comm. Blanco moved to adopt PRO #2025-19, Comm. Collins seconded, Motion CARRIED by a UNANIMOUS Roll Call Vote.

Supporting Veteran's Day and Operation Green Light - Tammy Sheldon & Timothy Ruple - Veterans's Affairs

PRO #2025-20

HONORING VETERANS AND SUPPORTING OPERATION GREEN LIGHT

WHEREAS, Veterans Day, observed on November 11 each year, provides us with an opportunity to honor and express our deepest gratitude to all men and women who have served in the uniform of the United States Armed Forces;

WHEREAS, the residents of Lenawee County hold great respect, admiration, and appreciation for all who have selflessly served our nation and community, defending the freedoms and values we cherish; and

WHEREAS, since 1776, more than 41 million Americans have served in the military, with approximately 7% of living Americans having served in some capacity; and

WHEREAS, Veterans continue to contribute after their service—through Veteran's service organizations, religious and civic groups, and as County Veterans Service Officers, helping fellow Veteran's access over \$52 billion annually in federal health, disability, and compensation benefits; and

WHEREAS, approximately 200,000 service members transition to civilian life each year, with

a projected 20% increase in the coming years, and many face significant stress and mental health challenges during this transition, particularly in the first year following active duty; and **WHEREAS**, it is our civic and moral duty to recognize, support, and uplift our Veterans for their courage, sacrifice, and continued contributions to our communities; and **NOW, THEREFORE, BE IT RESOLVED**, that the Lenawee County Board of Commissioners declares November 2025 as a time to honor our Veterans and encourages residents to display green lights from **November 4–11** as part of **Operation Green Light**, showing visible appreciation for their service.

BE IT FURTHER RESOLVED, that Lenawee County conveys its sincere appreciation to all Veterans for their service and sacrifices, and calls upon all citizens to join in honoring their legacy, strength, and continued service to our nation.

Comm. Collins moved to adopt PRO #2025-20, Comm. Martis seconded, Motion CARRIED by a UNANIMOUS Roll Call Vote.

SPECIAL PRESENTATIONS:

Special Tribute from State of Michigan

State Representative Nancy Jenkins-Arno presented a special tribute from the State of Michigan.

2025 Drain Assessment Report - Drain Commissioner Scheffler

County Drain Commissioner, Ed Scheffler presented the 2025 Drain Assessment Report..

Comm. Tillotson moved to accept the report and place on file, Comm. Martis seconded, Motion CARRIED.

APPROVAL OF CONSENT AGENDA:

(Roll Call Vote)

October Consent Agenda

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

Board Appointments:

Lenawee Public Transportation Authority - 7 members / 3 year term

Russell Amo, Adrian- 9/28

Amy Young, Department on Aging- Human Services Bldg., Adrian- 9/28

Annual Medical Waiver PA 152 of 2011

Approve the Medical Benefits Waiver to opt-out of Public Act 152 of 2011 (MCL 15.568).

Adopt 2025 Apportionment Report

Adoption of the 2025 Apportionment of tax rates spread upon all taxable property located in Lenawee County.

Juvenile Justice Infrastructure Grant

Accept and authorize the 2026 Juvenile Justice Infrastructure Grant, and allocating \$500,000

from Contingency Division for the MSC Detention Hygiene Infrastructure project.

Committee Referrals/Recommendations

Approval of the following requests:

Bids for Materials Management Recycling Expansion

Pilot

Approve a 9 month agreement with LRS for 3 co-mingled recycling containers at \$954 per month, paid by the EGLE grant.

Human Services Building (HSB) Chiller Repair

Accept the AMS proposal of \$33,500.00 to replace the HSB chiller compressor and \$1000.00 for contingency,

Human Services Meeting Room Renovations

Approve, as part of the 2025 Capital Improvement Plan, the combined proposals of \$213,248.97 and \$10,000 contingency, for HSB Meeting Room renovations.

Purchase Van for Dept. on Aging

Approval of the purchase of a wheelchair accessible van with funding from WellWise Services Area Agency, not to exceed \$62,200.

Social Security Office Painting

Accept the Adrian Coatings proposal of \$12,270.00 to paint the SSA suite and \$1000.00 contingency.

Sheriff's Office Dedication Signage

Accept the proposal from Insignia for \$3,107.59 for the dedication sign and \$500.00 contingency, to Honor the late Richard L. Germond.

Secondary Road Patrol Equipment & Upfit

Approval of purchase of upfit equipment from Adrian Sign Shop for \$27,050.59, from the Secondary Road Patrol fund.

MSC Radio Boosters

Approval of the Mobile Communications American quotes for emergency responder radio boosters as well as internal operations radio boosters for a total expense of \$98,928.05.

Motion CARRIED by a UNANIMOUS Roll Call Vote.

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STANDING COMMITTEE REPORTS

ACCOUNTS PAYABLE (Comm. Martis)

Approve Accounts Payable Payments

9/18/25 AP Minutes

10/2/25 AP Minutes

Comm. Martis reported from the Accounts Payable Committee.

Comm. Martis moved to approve the accounts payable payments in the amount of \$20,896,736.38, with the general fund's portion being \$628,751.21, Comm. Blanco seconded, Motion CARRIED.

CRIMINAL JUSTICE (Comm. Collins)

CJ 10/9/25 Minutes

Comm. Collins reported from the Criminal Justice Committee.

IT/EQUALIZATION (Comm. Krasny)

ITE 10/9/25 Minutes

Comm. Krasny reported from the IT/Equalization Committee.

PERSONNEL / WAYS & MEANS (Comm. Martis)

PWM 10/14/25 Minutes

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

POLICIES & PROCEDURES (Comm. Collins)

Pol Proc 10/6/25 Minutes

Comm. Collins reported from the Policies & Procedures Committee.

Request: IT Policy

Comm. Collins moved to approve the amended IT Policy, Comm. Martis seconded, Motion CARRIED.

PHYSICAL RESOURCES (Comm. Krasny)

Phys. Resc. Minutes 10/9/25

Comm. Krasny reported from the Physical Resources Committee.

BOARD APPOINTMENT (VOTING MEMBER) REPORTS

BRIDGING THE GAP SUBCOMMITTEE

Comm. Martis reported from the Bridging the GAP Committee Meeting.

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. Blanco)

County Planning Minutes 9/18/25

Comm. Blanco reported from the County Planning Committee.

DEPARTMENT OF HEALTH & HUMAN SERVICES | MEDICAL CARE FACILITY (Comm. Tillotson)

Comm. Tillotson reported from the Department of Health & Human Services/Medical Care Facility.

HOMELAND SECURITY & LOCAL EMERGENCY PLANNING (Comm. Collins)

No report.

LENAWEE PUBLIC TRANSPORTATION AUTHORITY (Comm. Tillotson)

No report.

MAC - Finance & General Government (Admin. Murphy)

No report.

MAC- Judiciary & Public Safety (Deputy Elliott)

Admn. Murphy reported from MAC-Judiciary & Public Safety.

MAURICE SPEAR CAMPUS (Comm. Collins)

No report.

MICHIGAN WORKS (Comm. Collins)

No report.

SOLID WASTE/MATERIALS MANAGEMENT COMMITTEES (Comm. Stimpson)

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

SUBSTANCE USE DISORDER OVERSIGHT POLICY BOARD[CMHPSM] (Comm. Tillotson)

No report.

LIAISON (NON-VOTING) REPORTS

MICHIGAN TOWNSHIP ASSOCIATION [LENAWEE] (Comm. Blanco)

Comm. Blanco reported from the Michigan Township Association.

VETERANS' AFFAIRS (Comm. Collins)

VA 10/10/25 Minutes

Comm. Collins reported from the Veteran's Affairs Committee.

WELL WISE SERVICES (Comm. Van Doren)

No report.

OTHER LIASON APPOINTMENTS

None.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

November 2025 Meeting

Admn. Murphy shared that the Personnel/Ways & Means Committee has moved their November Meeting to Monday, November 10, 2025, at 10:00 AM, instead of Tuesday, November 11, 2025, which is a holiday for the county. This change will not affect the Board of Commissioner's meeting, which will still be held on Wednesday, November 12, 2025, at 1:30 PM.

Elect/Appoint Board of County Canvasser Members

Clerk Holloway shared the process for the appointment of the candidates for the Board of Canvassers.

Commissioners voted by way of paper ballot. The clerk tallied the votes received for each candidate. Candidate Chari Cure was appointed to the Republican Board of Canvasser seat, with a term expiring November 2029. Candidate Martin Marshall did not receive the required number of votes needed and was not appointed to the Democratic Board of Canvasser seat, creating a vacancy. The vacant seat will be filled per MCL 168.24c and MCL 168.24d.

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

Public Comment was received from the following:

Susan Macauley- Onsted, MI- Implementation of septic inspections on homes to preserve our lakes and streams.

COMMISSIONER COMMENT:

Admn. Murphy invited everyone to attend the upcoming 2025 Fall Legislative Dinner on Wednesday, November 19, 2025, at the LISD Tech Center, 1372 N. Main Street, Adrian.

Comm. Tillotson commended Kim Cramer, for her marvelous job, as Printing & Purchasing Director and over 43 years of dedication to Lenawee County.

Comm. Martis thanked all the women working and leading our county and Admn. Murphy's leadership. He shared what an honor that they have been recognized by the State of Michigan for their dedication and work.

Comm. Aungst commended all the women, who have worked and continue to work for Lenawee County, for the amazing job they do.

Admn. Murphy thanked everyone for their comments. She also shared that the recent Parthenon Award was received on behalf of Lenawee County and although the Tribute from the State of Michigan recognizes the women of Lenawee County, our County is very fortunate for all the staff, both men and women in Lenawee County, who work within the budgets, to provide the services to our residents.

ANNOUNCEMENTS:

None.

ADJOURN/RECESS:

Comm. Martis moved to adjourn at 2:32 PM, Comm. Tillotson seconded. Motion CARRIED

James Van Doren, Board Chairman

Roxann Holloway, County Clerk