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, December 9, 2025

I. Call to Order

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

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

Also Present: *Administrator Kim Murphy, Corporate Counsel John Gillooly, Deputy Administrator Shannon Elliott, Sheriff Troy Bevier, Captain Jacob Pifer, Community Development Coordinator Francine Zysk, Human Resources Director Bev Ahlers, Accountant Matt Turgeon, Finance Director Dan Zimolzak, Administrative Coordinator Carissa Zubke, Budget Analyst Tracy Stace, Marketing & Communications Coordinator Jen Ambrose, Micah Hassenzahl, Ben Ricker, Community Engagement Quinn Wilt, Stephanie Ward- Mead & Hunt, Kyle Hites-AXON Rep., County Clerk Roxann Holloway*

II. Approval of Minutes

A. Approval of Minutes: November 10, 2025

Motion by Van Doren, to approve the minutes from November 10, 2025, seconded by Blanco. Motion carried.

III. Public Comment (on any agenda item)

No comment.

IV. Rules

No rules.

V. Board Appointments

A. Board Appointments

The year-end board appointments were presented.

Agricultural Advisory Land Use & Economic Development Committee - 3 year

David Aungst, County Commissioner 12/28
Jim Swindeman/Field Crop Farmer, Deerfield 12/28
Kenneth Lake/Agribusiness, Riga 12/28

Airport Commission - 3 year term
Beth Blanco, Madison Twp 12/28

Department of Health & Human Services | MEDICAL CARE FACILITY- 3 year term
Mark Wolfe, Adrian 10/28

Economic Development Corporation (EDC) - 5 year term
District 7 – Jeff Ehlert, Blissfield 12/30
District 8 – Jessica Sattler 12/30

Emergency 9-1-1 District Board - 3 year term
David M. Gentner, Law Enforcement 12/26
Nic Wilson, Firefighter (statutory) 12/28
Craig Tanis, Emergency Management 12/28

Health Board - 3 year term
Dr. Lorrie Tritt, Tecumseh 12/28

Land Bank Authority –3 year term
Jake Wright, Member 12/28
Roger Ferguson, Member 12/28

Parks and Recreation Commission - 3 year term
James Daly, Adrian 12/28
Terry Collins, Adrian 12/28

Solid Waste Coordinating Committee - 3 year term
John Tuckerman (Community at Large) 12/28
Dave Stimpson (County Commissioner) 12/28
Matt Tomaszewski, City of Adrian 12/28

Michigan Works! Southeast Consortium - 1 year term
Terry Collins, Adrian 12/26
Jim Van Doren 12/26

Motion by Collins, to recommend the board appointments as presented to the Board of Commissioners, seconded by Van Doren. Motion carried.

VI. Personnel Business

A. Employment Changes

Monthly employment changes were presented; no discussion.

B. Employee Anniversaries

Monthly employment anniversaries were presented; no discussion.

C. Other Personnel Business

No comment.

D. **Request**: Tuition Reimbursement

Attached is a copy of a tuition reimbursement application for two classes. The total cost per class is $1,668.20. Pursuant to the Tuition Reimbursement Policy, assuming all terms are met, the employee would be eligible for a reimbursement for a reimbursement of $834.20 per class. It was requested to recommend the Board of Commissioners approve 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 approving the Tuition Reimbursement application for $1,668.40, to the Board of Commissioners. Motion carried.

VII. Ways & Means Business

A. Finance Reports

Administrator Murphy reviewed the financial General Fund Income Statement and Fund Equity reports.
No discussion.

B. **Request**: Budget Adjustments

A list of recommended budget adjustments is derived from verified grant figures, actual expenditures and the designated and anticipated expenses for 2025. It is being requested to recommend approval of the budget adjustments as presented to the Board of Commissioners.

Motion by Collins, seconded by Blanco to recommend approving the budget adjustments, as presented, to the Board of Commissioners. Motion carried.

C. **Request:** Accounts Payable Year-End Authorization & Set Year-End Meeting

The Year End Accounts Payable Committee meeting will be held on Friday, December 19, 2025, at 9:30 am. At this meeting, adjustments will need to be made to both General Fund and Non-General Fund Accounts. It was requested to recommend granting the Accounts Payable Committee authority to adjust sectors of the General Fund, as necessary and within the amended 2025 budget, and to adjust Non-General Funds as necessary, to the Board of Commissioners.

Motion by Van Doren to recommend authorizing the Accounts Payable Committee to adjust sectors of the General Fund & Non-General Funds, as necessary within the amended 2025 budget, to the Board of Commissioners, seconded by Blanco. Motion carried.

D. **Request:** Lenawee Now Contract

Earlier this year, a Sub-Committee was appointed to negotiate a proposed contract between Lenawee County and Lenawee Economic Development Corporation d/b/a Lenawee Now. There was a lot of conversation between the two groups in coming up with the attached proposed contract. The contract includes language regarding quarterly activity reports, conducting an annual presentation to the Board of Commissioners, copies of the fiscal audit, and appointing a Commissioner to sit on the Lenawee Now Board, as a non-voting member. The term of the contract includes $150,000 divided into quarterly payments, beginning January 1, 2026 and ending December 31, 2026.

Motion by Daly, to recommend accepting the Lenawee County and Lenawee Now Contract as presented to the Board of Commissioners and authorize Board Chairman to sign, Seconded by Blanco.
Passed by Roll call vote (8) Yays- Aungst, Blanco, Collins, Daly, Krasny, Martis, Tillotson, Van Doren (1) Nay- Stimpson.

E. **Request:** 1st Qtr Allotment of Appropriation

The 2026 General Appropriations Act provides for the allotment of appropriations on a quarterly basis. Prior to the new budget year beginning, the Board of Commissioners needs to authorize the expenditure of the first quarterly allotments as outlined in the 2026 budget. The attached Resolution #2025-18 provides that the Lenawee County Board of Commissioners authorize the expenditure of the 2026 appropriations as contained in the 2026 General Fund Budget. It is requested to recommend approving the 1st Quarterly Allotment of Appropriation by way of resolution, to the Board of Commissioners.

Motion by Blanco to recommend approving the 1st Quarterly Allotment of Appropriation as presented by way of Resolution, to the Board of Commissioners, seconded by Van Doren. Motion carried.

F. **Request:** Execute MSHDA Rehabilitation Grant

The MSHDA MI Neighborhood CDBG Grant has awarded Lenawee County $1,500,000.00 that will be distributed in two grants; the first phase needs to be completed by the end of 2026 and the second phase will need to be completed by the end of two years. In total, up to 75 homeowner rehabilitation projects will be supported with this grant.

The request is to recommend that the Board of Commissioners approves the execution of the MI Neighborhood CDBG Grants and authorize the Board Chairman to sign.

Motion by Blanco, seconded by Aungst to recommend executing the MI Neighborhood CDBG Grant and authorize the Board Chairman to sign. Motion carried.

Discussion opened regarding the grant requirements. Do all home projects need to be completed by the end of 2026 or should the funds be fully expended? Community Development Francine Zysk stated the projects would need to be completed by the end of 2026, and she will be asking for an extension into 2027, for the funds to be expended.

The housing projects will take place by a third-party administrator, similar to what we have done in the past.

Administrator Murphy shared that there will be a request to accept RFP's (Request for Proposals) for a third- party administrator to execute the individual housing projects, in the near future.

Discussions are being held regarding marketing and educating the community on the application process.

G. Committee Referrals/Recommendations

1) **Request:** Alpine Tree Service Contract

Through Mead & Hunt's consultant services, the tree removal process for the Land Acquisition Phase 1 project was placed for bid. Alpine Tree Services was determined as the lowest bidder at $251,145.

This was presented and recommended by the Airport Commission meeting on December 1, 2025. It is requested to recommend the contract be awarded to Alpine Tree Services, LLC, to the Board of Commissioners, in the amount of $251,145.00.

Motion by Collins to recommend accepting the Alpine Tree Services contract in the amount of $251,145, to the Board of Commissioners, seconded by Daly. Motion carried.

2) **Request**: Mead & Hunt Construction Services Contract

It is being requested that Lenawee County enter into a contract with Mead & Hunt for their construction administration services for the tree removal project with a total project cost of $47,540. This was presented and recommended by the Airport Commission meeting on December 1, 2025. It was requested to recommend the contract for Mead & Hunt's construction administration services for $47,540 be approved by the Board of Commissioners and authorize Board Chairman to sign.

Motion by Collins to recommend accepting the Mead & Hunt's construction administration services contract for $47,540.00 and authorize Board Chairman to sign, to the Board of Commissioners, seconded by Daly. Motion carried.

3) **Request:** Accept MDOT Grant Contract

The Airport Tree Removal project has been underway and will continue into 2026. The County will be receiving a grant from MDOT for the 95% reimbursement for Easement agreements. It is recommended to accept the MDOT Grant for Easement Reimbursement and authorize Board Chairman to sign. Signature will not be completed until the MDOT grant contract is reviewed by Mead & Hunt, Lenawee County Administration, and Lenawee County Airport Manager. This was presented and recommended by the Airport Commission meeting on December 1, 2025. It was requested to recommend approving the MDOT Grant Contract for Easement Reimbursement and authorize Board Chairman to sign, after the contract is reviewed by Mead & Hunt, Lenawee County Administration, and Lenawee County Airport Manager.

Motion by Collins to recommend accepting the MDOT Grant contract for Easement Reimbursement and authorize Board Chairman to sign it, after full review, to the Board of Commissioners, seconded by Daly. Motion carried.

4) **Request:** 2026 Axon Contract

This request was brought forward in October, and was referred back to the Criminal Justice Committee of the Whole on December 4th. AXON is the current vendor for body cams, tasers, vehicle cameras, digital recordings, and storing of digital evidence. The Lenawee County Sheriff's Office is under separate contracts for all of these services. Currently, the Sheriff's Office has a limited amount of digital storage for all of our recordings and digital evidence. AXON is offering a bundled plan that includes all of our services in one contract, adding new software and digital reporting, and including unlimited storage for all of our digital evidence.

It was requested to recommend entering into a 10-year contract with Axon, to the Board of Commissioners for $400,000 annually, for 10 years.

Motion by Van Doren, seconded by Collins to recommend approving the Axon contract to the Board of Commissioners.

Comm. Van Doren discussed Motorola also being a vendor for some of the same services. However, in speaking with other Counties, they have found that Motorola does not offer all of the services Axon does. Further, after the Criminal Justice Committee of the Whole, some of the concerns were revised by Axon's legal team and have thoroughly been reviewed by Lenawee's Corporation Counsel.

Administrator Murphy shared that the previous Axon contract copy included an auto-renewal clause, at the end of the 10-year period. This clause has been changed and there is no longer an auto-renewal at the end of the period; rather it requires written documentation for a renewal.

For the purposes of discussion, Administrator Murphy provided an overview of the various options to create clarity and comparison:

1. *Continue with the current 4 contracts — Assume no increase in annual amount of $200,000 equals $2 million over 10 years. Still a need for digital storage. If storage is handled in-house, the estimated cost over 10 years is $5,423,488. For a total of $7,423,488 over the next 10 years.*
2. *Consider a*n initial *5-year contract with Axon* at *$420,765.91 per year for a total of $2*,103,829.56. This includes unlimited storage. Second 5-year contract with Axon is estimated at $516,701.33 per year for a total of $2,583,506.64, including unlimited storage. Total of $4,687,336.20 over a 10-year period.
3. *The 10-year contract — a total of $400,000 per year or $4 million over a 10 year contract, includes unlimited storage and includes an opt-out clause for no reason and no auto-renewal.*

It was discussed that with option three, all AI related upgrades will be included during the 10-year contract duration.

Further discussion was held regarding the duration of the contract and possible needs that may arise during that time-frame. Murphy discussed that all items are looked at during the annual budgeting process and if it is discovered the County can no longer appropriate the annual expenditure, the Commission has the opt-out feature. Digital data storage and evolving technology needs were further discussed.

Passed by Roll Call Vote: (6) Yays - Blanco, Collins, Martis, Stimpson, Tillotson, Van Doren (3) Nays - Aungst, Daly, Krasny. Motion carried.

H. **Request**: Closed Session MCL 15.268 Section (8), (d)

Request to enter into closed session pursuant to the Open Meetings Act, Act 267 of 1976, section 8 (d), for consideration to purchase or lease of real property.

Motion by Collins to enter into closed session at 10:48am, seconded by Blanco. Passed by UNANIMOUS Roll Call Vote. Motion carried.

The session resumed at 11:15am.

Motion by Blanco to authorize Board Chairman to sign the acquisition of real estate document related to the Aviation Easement, as discussed in Closed Session, seconded by Aungst. Tillotson — opposed. Motion carried.

I. Other Ways & Means Business

1) January Meetings

The Criminal Justice, Physical Resources, and IT/Equalization meetings fall on January 1, 2026 and the County will be closed due to the Holiday. It was recommended to reschedule those meetings to January 8,2025, unless no business is required. Then the meetings may be canceled by the Chair of the Committee.

Motion by Van Doren to reschedule Criminal Justice, Physical Resources, and IT/Equalization to January 8th or cancel if there is no business to attend to, seconded by Collins. Motion carried.

VIII. Additional Items for Consent Agenda

None.

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

No comment.

X. Commissioner Comment

No comment.

XI. Adjournment

Motion by Tillotson to adjourn the meeting at 11:17am, seconded by Blanco. Motion carried.