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, April 7, 2026

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, Emergency Management Coordinator Craig Tanis, Brian Vish (WLEN), Accountant Matt Turgeon, Finance Director Dan Zimolzak, Administrative Coordinator Carissa Zubke, Marketing & Communications Coordinator Jen Ambrose, Community Engagement Quinn Wilt, Mike Smith, Under-Sheriff Jeff Ewald, LCMH- Jackie Bradley, Tracy Stace- Budget, Equalization Director Shelly Delong, Thomas Clements*

Motion by Van Doren to amend the agenda and add Request: Emergency Management Grants, seconded by Blanco. Motion carried.

II. Approval of Minutes

A. Approval of Minutes: March 10, 2026

Motion by Collins to approve the minutes of March 10, 2026, 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 following resignations, reappointments, and appointments are submitted for your confirmation.

The attached Board Appointment and Liaison appointment list is being submitted for confirmation; ALL changes are highlighted in yellow.

Region 2 Planning Commission - 5 members / 3 year term
Larry Gould, Morenci 12/28
Jim Van Doren – Franklin Township 12/28

WELLWISE SERVICES AREA AGENCY ON AGING - 3 members / 2 year term
Keith Williams 4/28

Motion by Tillotson to recommend approving the appointments, as presented to the Board of Commissioners, seconded by Blanco. (8) Yays - Aungst, Blanco, Daly, Collins, Tillotson, Van Doren, Stimpson, Krasny (1) Nay -Martis. Motion Carried.

VI. Personnel Business

A. Employment Changes

Monthly County employee report included in the packet. No discussion.

B. Employee Anniversaries

April Employee anniversaries included in the packet, no further discussion.

C. Other Personnel Business

No discussion.

D. **Request:** Position change — Assistant Public Defender I to Assistant Public Defender II

Currently a county employee is listed as an Assistant Public Defender I however he passed the Michigan Bar exam in May 2024. It is being requested to reclassify this position as Assistant Public Defender II NU7559.

Motion by Van Doren to recommend approving the position change from Assistant PD I to Assistant PD II, to the Board of Commissioners, seconded by Blanco. Motion carried.

E. **Request**: Equalization Director

Equalization Director Marchelle DeLong will be retiring at the end of April. This is a critical position for the County. It is also a fairly unique and technical position. Fewer and fewer people are entering this field as a career, making it very difficult to find qualified candidates when a position opens up. State law dictates that the decision to hire the County Equalization Director is the responsibility of the Board of Commissioners. The interview team is requesting the Board of Commissioners appoint Thomas "Trey" Clements, III as the new Lenawee County Equalization Director, Pay Grade NU7558, Start Step at $43.2675/hr or $84,371.63 per year.

Motion by Blanco to recommend appointing Thomas Clements as the Lenawee County Equalization Director to the Board of Commissioners, seconded by Krasny. Motion carried.

VII. Ways & Means Business

A. Finance Reports

Administrator Murphy provided an overview of the finance reports with a reminder that the County's audit is taking place and the Commission may see line item changes in the near future.

B. **Request:** April 2026 Budget Adjustments

The 2026 Budget Adjustments were presented. Finance Director Dan Zimolzak reported that all adjustments being presented are grant related and are derived from verified grant figures, actual expenditures, and the designated expenses for 2026. The request is to recommend approval of the budget adjustments as presented.

Motion by Tillotson to recommend approving the 2026 Budget Adjustments as presented, to the Board of Commissioners, seconded by Van Doren. Motion carried.

C. **Request:** 2027 Budget Calendar

Attached is the proposed 2027 Budget Calendar outlining the various actions that will be required by the Personnel Ways & Means Committee and the Board of Commissioners regarding the 2027 Budget preparation cycle and ultimate adoption of the 2027 Budget. The request is to recommend approving the 2027 Budget calendar to the Board of Commissioners.

Motion by Van Doren to recommend approving the 2027 Budget calendar as presented to the Board of Commissioners, seconded by Tillotson. Motion carried.

D. **Request:** 2026 Equalization Report - *Shelly Delong, Equalization Director*

The Equalization Department has completed a review of the 2026 Assessment Rolls as submitted by the township and city assessors and is submitting the 2026 Equalization Report. There was an increase of approximately 5.86% in State Equalized Value county wide, and an increase of approximately 4.29% in taxable value. The equalized values are recommended in compliance with MCL Section 211.34, as amended. The request is to recommend approving the 2026 Equalization Report adopting the equalized value of real and personal property as presented and to place on file to the Board of Commissioners.

***Motion by Collins to recommend approving the 2026 Equalization report adopting the equalized value of real and personal property as presented and to place on file to the Board of Commissioners, seconded by Blanco. Motion carri**ed.*

E. **Request:** 2026 Tax Rate (L-4029)

Attached is the proposed 2026 Tax Rate Request (L-4029). There was a Headlee Rollback reduction fraction of .9991. The millage rates have been rolled back to reflect the maximum amount that can be collected. We don't collect the maximum amount for the County Operating millage, or Veteran's Relief millage, therefore those didn't change. The Department on Aging and Medical Care Facility millage rates did get reduced. The request is to recommend approval of the 2026 Tax Rate Request (L-4029) and authorize the Board Chairman and County Clerk to sign the same.

Motion by Blanco to recommend approving the 2026 Tax Rate request (L4029) and authorize the Board Chairman and County Clerk to sign, seconded by Aungst. Motion carried.

F. **Request:** Delinquent Tax Revolving Loan Fund

The Treasurer requires annual authority to obtain sufficient funds to pay local units of government the amount of delinquent property taxes returned to the County. The borrowing resolution needs to be approved in order for the Treasurer to make the municipalities whole in their delinquent taxes. The request is to recommend approving the Delinquent Tax Revolving Fund Resolution #2026-05 to the Board of Commissioners.
RES#2026-05 Delinquent Tax Revolving Loan Fund
Whereas, Lenawee County maintains a Delinquent Tax Revolving Fund that enables the County to obtain sufficient funds to pay local units of government the amount of delinquent property taxes returned to the County. THEREFORE, BE IT RESOLVED that an advance from the Lenawee County General Fund via a transfer to the Delinquent Tax Revolving Fund be authorized in an amount not to exceed $750,000.00 as of June 1, 2026, and Be It Further Resolved that pursuant to Act 206, upon continuation of the fund, the County Treasurer is to act as agent for the County to administer the fund for 2026, and in this capacity receive administrative expenses in connection with the Fund, such sums as are provided by law subject to the following conditions: (a) interest at the rate of 2% payable to the general fund from June 1, 2026 through date of pay-off, and (b) payments back to the general fund beginning July 1, 2026, until the advance is fully paid which is anticipated to be paid off on or before August 28, 2026.

Motion by Blanco to recommend approving the Delinquent Tax Revolving Loan Fund via resolution #2026-05, to the Board of Commissioners, seconded by Aungst. Motion carried.

G. **Request:** 2026 Remonumentation Monumentation and Research

The Remonumentation Monumentation and Research Contracts with the Michigan Department of Licensing and Regulatory Affairs-Office of Land Survey and remonumentation are for surveying, monumentation, and remonumentation. The request is to recommend approving the Monumentation Remonumentation agreements with The Mannik & Smith Group, Inc. and Sheridan Surveying Monumentation, to the Board of Commissioners.

Motion by Collins to recommend approving Monumentation Remonumentation agreements with The Mannik & Smith Group, Inc. and Sheridan Surveying Monumentation, seconded by Tillotson. Motion carried.

H. **Request:** 2026 Peer Group

The County has a need for professional surveyors to serve on the Peer Group under its grant agreement with the Michigan Land Survey & Remonumentation to review corners that are to be remonumented under the provisions of the Monumentation & Remonumentation Plan for Lenawee County.

The request is to Recommend approving resolution #2026-06 appointing Michael Bartolo, David Erickson, Joseph Fenicle, Glenn Richard, Scott Warnke, and Steven Young to the 2026 Peer Group and approving the 2026 Peer Group contracts.

RES#2026-06 2026 PEER GROUP

WHEREAS, The County of Lenawee has entered into a Grant Agreement with the Michigan Department of Licensing and Regulatory Affairs-Office of Land Survey and Remonumentation for the conduction of surveying, monumentation, and Remonumentaion in Lenawee County. The County has need for professional surveyors to serve on the Peer Group under its Grant Agreement to meet at various times during the year to review corners that are to be Remonumented under the provisions of the Monumentation and Remonumentation Plan for Lenawee County. As of June 12, 2014, the State of Michigan requires members of the PEER Group to be appointments of the County Board of Commissioners. THEREFORE, BE IT RESOLVED, that the Lenawee County Board of Commissioners does hereby appoint Michael Bartolo, David Erickson, Joseph Fenicle, Glenn Richard, Steven Young, and Scott Warnke to the 2026 PEER Group; these appointments will expire on an annual basis coinciding with the terms of their agreement. BE IT FURTHER RESOLVED, that the Chairperson and County Clerk of Lenawee County are hereby authorized and directed to execute said 2026 PEER Group agreement(s) on behalf of the County of Lenawee, Michigan.

Motion by Blanco to recommend appointing Michael Bartolo, David Erickson, Joseph Fenicle, Glenn Richard, Scott Warnke, and Steven Young to the 2026 Peer Group via resolution #2026-06, and approving the 2026 Peer Group contracts, seconded by Aungst. Motion carried.

I. Committee Referrals/Recommendations

1) **Request:** Bridging the Gap Opioid Subcommittee Recommendation

Community Development Coordinator Francine Zysk gave a presentation regarding the Bridging the Gap Opioid Subcommittee.

A total of 10 proposals will be funded during this first round of opioid disbursements, for an amount not to exceed $1.5 million from opioid settlement funds.

The request is to authorize Board Chairman Jim Van Doren, Comm. Collins, Comm. Martis, and Administrator Murphy to negotiate final terms and approve funding for the recommended opioid programs, not to exceed $1,500,000 from the opioid settlement funds.

Discussion continued regarding the importance of sustainability throughout the Request for Proposal and selection process.

Motion by Van Doren, seconded by Blanco, to authorize the designated negotiation team to finalize agreements and approve funding for the selected Bridging the Gap programs, not to exceed $1,500,000.
Motion carried, 8 (Yays)- Aungst, Collins, Daly, Blanco, Martis, Van Doren, Tillotson Krasny; 1 (Nay)-Stimpson.

Discussion continued that the action today is to allow the negotiation team to only authorize the contracts of the approved proposals, which was confirmed.
Additionally, there is no automatic annual renewal of the grant, except for those proposals that specify a two-year term.

A request was made to allow additional time for commissioners to review the proposals recommended for award prior to the Commission's vote.
Discussion continued regarding contract negotiations, noting that terms may vary by proposal. Some contracts may be for one year, others for two years, and funding may be distributed in full or on a quarterly basis, for example. Approving the negotiation team will eliminate the need to bring each individual proposal before the full Commission.

2) **Request:** Madison School Law Enforcement Contract

The Lenawee County Sheriff's Office has entered into a contract with Madison Public schools the past few years, for Law Enforcement Services. The request is to recommend approving an ongoing contract with Madison Schools for a School Resource Officer to the Board of Commissioners. Services are provided during the school calendar year at approximately 1,560 hours.

Motion by Stimpson to recommend accepting the Sheriff's Office contract with Madison Public Schools, to the Board of Commissioners, seconded by Aungst. Motion carried.

3) **Request**: Jail Control Center

In 2025, a CIP was approved by the Board of Commissioners to renovate the Control Center in the county jail. That project was completed within budget but did not include upgrades to the security system that operates all video system in the jail, due to the large expense. Captain Casey was able to negotiate much larger work areas without additional cost to the CIP project. Because of that enhancement, the stage was set to upgrade the security system at a cost of $24,414, if the funds could be obtained. Captain Casey applied for a RAP Grant through MMRMA for the funding. The Sheriff's Office was able to secure the $24,414 with the grant to pay for the equipment without the need for a payment plan. Additionally, the Dual Review Policy is not applicable since the grant award is equal to the associated expenditures.

Motion by Aungst for authorization to spend $24,414 obtained from the grant to pay

Securitas for the upgraded security equipment to the Board of Commissioners, seconded by Blanco. Motion carried.

4) **Request**: Recommend Materials Management Consultant

The Materials Management Planning Committee requested RFPs for a consultant service to assist with the development of Lenawee County's Materials Management Plan pursuant to E.G.L.E. guidelines. The Materials Management Planning Committee received 4 bids and has recommended HDR Michigan, Inc.Funding for this will come from the EGLE grant. The request is to recommend entering into a professional engineering and consulting services agreement with HDR Michigan, Inc. for the implementation of Lenawee's Materials Management Program, to the Board of Commissioners.

Motion by Blanco, to recommend the agreement with HDR Michigan, Inc for Implementation of the Lenawee Materials Management Program to the Board of Commissioners, seconded by Aungst. Motion carried. Yays (8) Aungst, Collins, Daly, Krasny, Martis, Van Doren, Stimpson, Blanco Nay (1)- Tillotson.

J. *****Request**: Accept Emergency Management Grants

Emergency Management Department has been awarded two grants by Michigan Public Safety Critical Incident Mapping. The first grant in the amount of $12,531 will be for the Adrian College Mapping Project. The second grant is in the amount of $12,089 for a Lenawee County Building and Hospital Mapping Project. The request is to accept both grants and authorize the Board Chairman to sign.

Additionally, Administrator Murphy shared that when new revenue comes in and was not included in the annual adopted County budget, it will require a budget adjustment from our Finance Department. As seen today, budget adjustments are brought to the board periodically throughout the year. Administrator Murphy would like to request authorization for the Finance team to make the applicable budget adjustment for these grants.

Motion by Aungst seconded by Blanco to recommend accepting two grants from Michigan Public Safety Critical Incident Mapping Competitive Grant Program, authorize Board Chairman to sign, and authorize the appropriate budget adjustment to be made, to the Board of Commissioners. Motion carried.

K. Other Ways & Means Business

No discussion.

VIII. Additional Items for Consent Agenda

A. County Government Month Proclamation

The National County Government Month Proclamation was read aloud and will be placed on the Board of Commissioners' Consent agenda.

PRO#2026-05 National County Government Month *WHEREAS, Lenawee County provides* *essential services that support the health, safety, and wellbeing of its residents; and WHEREAS, counties serve as vital partners in implementing local, state, and federal programs that impact daily life; and WHEREAS, Lenawee County and all counties take pride in our responsibility to protect and enhance the health, wellbeing and safety of our residents in efficient and cost-effective ways; and WHEREAS, the nation is celebrating 250 years of independence this year, and counties have a long and rich history of serving residents; and WHEREAS, each year since 1991 the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs, and services and Lenawee County continues to promote transparency, public service, and community engagement; NOW, THEREFORE, BE IT RESOLVED that the Lenawee County Board of Commissioners do hereby proclaim April 2026 as National County Government Month and encourage all county officials and residents to participate in county government celebration activities.*

Motion by Van Doren, seconded by Collins to recommend approving the County Government Proclamation. MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE.

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

Mike Smith, Rollins Twp. gave public comment regarding the 2016 special tax assessment for weed control at Posey Lake. There are concerns regarding individual requests for native species weed control at the expense of taxpayer dollars.

X. Commissioner Comment

Comm. Van Doren thanked Director Tanis for seeking out grant opportunites and the dedicated time to do so.

XI. Adjournment

Motion by Van Doren to adjourn at 11:00am seconded by Tillotson. Motion carried.