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, May 12, 2026

I. Call to Order

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, Accountant Matt Turgeon, Finance Director Dan Zimolzak, Administrative Coordinator Carissa Zubke, Marketing & Communications Coordinator Jen Ambrose, Community Engagement Quinn Wilt, Drain Comm. Ed Scheffler, Isacc Peck*

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

Comm. Tillotson motioned to approve the agenda, as presented, seconded by Blanco. Motion carried.

II. Approval of Minutes

A. Approval of Minutes: April 7, 2026

Motion by Van Doren, seconded by Blanco to approve the minutes of April 7, 2026. Motion carried.

III. Public Comment (on any agenda item)

No comment.

IV. Board Appointments

A. May Appointments

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.

SmartZone (Adrian Tecumseh Local Development Finance Authority – 4 year term
Kimberly Murphy, Board of Commissioners representative 06/30

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

V. Personnel Business

A. Employment Changes

April employment changes were included in the packet.

B. Employee Anniversaries

The monthly employee anniversaries were included in the packet.

C. Other Personnel Business

Sherriff Bevier announced Lieutenant Perdue will be retiring, after 31 years.

D. **Request**: Health Department - Sanitarian I to Sanitarian II

Administrator Murphy reviewed the request to reclassify the Sanitarian I position to a Sanitarian II position. The current Sanitarian I at the Health Department has recently acquired the necessary credentialing for a Sanitarian II and it is requested to recommend the reclassification of the Sanitarian I at pay grade NU7533 to Sanitarian II at pay grade NU7536.

Motion by Van Doren, seconded by Blanco to recommend approving the reclassification from Sanitarian I to Sanitarian II at pay grade NU7536, to the Board of Commissioners. Motion carried.

VI. Ways & Means Business

A. Finance Reports

Administrator Murphy reported the 2025 Audit is close to being completed, and the 2025 audit report will be presented to the Commissioners in August.

Murphy reviewed the General Fund and Fund Equity finance reports; no further discussion.

B. **Request:** Professional Liability Insurance for Public Defender's Office

Comm. Martis reviewed the request. The County's liability insurance provider, Michigan Municipal Risk Management Authority (MMRMA), does not extend liability coverage to the Public Defenders' office. Last year, the Board of Commissioners approved an agreement with James River Insurance for $17,157.95, and this policy is due to expire May 14, 2026.
The request is to recommend accepting the James River Insurance quote of $17,333.23 for Professional liability insurance at the Public Defender's Office, to the Board of Commissioners.
A large portion of the expense is reimbursable and $2,363.62 will be covered by the General Fund.

Motion by Tillotson, to recommend accepting the quote from James River Insurance in the amount of $17,333.23 for Professional liability insurance at the Public Defender's Office, to the Board of Commissioners, seconded by Blanco. Motion carried.

Comm. Stimpson opened discussion regarding a disciplinary proceeding coverage rider, which in the past we had not covered for other departments. Concerns regarding ethical rule violation, if done, would be at the expense of the County.
Discussion continued that the committee would recommend approving to the Board of Commissioners, under the condition that further discussion will take place with James River Insurance and see if there is a cost savings if the rider is removed. It was also recommended that the Criminal Justice Committee investigate and discuss further, to determine if this rider should be included, or removed.

Stimpson further discussed that this rider covers unethical rule violations that are done by an attorney and grieved for their law license, and in the past was not covered in our judge's contracts.

Corporation Counsel recommended keeping it if the cost savings are not large, because the number of grievances at the public defender's office is generally higher.
Comm. Stimpson further shared that this clause is more for complaints after an investigation is completed, and the grievance has reached the State level. Stimpson further shared instances in the past where large expenses were incurred to the County under such riders and does not recommend including.

The current cap on the rider is $10,000 and anything beyond that would be a County expense, because this coverage is included and anything beyond $10,000 would be our responsibility.

C. **Request:** Deputy Medical Examiner Agreement

The Board of Commissioners approved a Forensic Pathologist agreement last year. However, the pathologists had concerns regarding the requirement to provide their own insurance. After much discussion with our liability carrier (MMRMA), it was noted that the services being performed by the Forensic Pathologists were the same services the county would receive from a Deputy Medical Examiner. Statute permits the Board of Commissioners to appoint Deputy Medical Examiners as employees or as independent contractors. The statute states that if the Pathologists are Deputy Medical Examiners, this would allow coverage by the County General Liability Insurance, MMRMA.
The request is to recommend approving the Professional Service Agreement for the Deputy Medical Examiner and authorize Board Chairman and Medical Examiner to sign, to the Board of Commissioners.

Motion by Blanco, to recommend approving the Professional Service Agreement for the Deputy Medical Examiner and authorize the Board Chairman and Medical Examiner to sign, to the Board of Commissioners, seconded by Aungst. Motion carried.

Discussion opened. The position will still be considered as a contracted employee and not a County employee. Murphy shared that this is only for the benefit of liability insurance.
The expense rate per autopsy is included in the agreement.

D. **Request:** Maximus Cost Allocation Plan

In 2022, we entered into a three-year agreement with MAXIMUS Consulting to prepare our annual Cost Allocation Plan. That agreement allows for the agreement to be amended twice, allowing for two one-year extensions. We took an extension last year and therefore, this is the last year a one-year extension can be taken pursuant to the original agreement. The current extension expires July 31, 2026.
The quote is in the amount of $11,750, the same as previous years.
It is recommended to accept Amendment 2 of the Maximus US Services Agreement in the amount $11,750 and authorize Board Chairman to sign it to the Board of Commissioners.

Motion by Collins, to recommend approving Amendment 2 of the Maximus US Services Agreement in the amount $11,750 and authorize Board Chairman to sign, to the Board of Commissioners, seconded by Daly. Motion carried.

E. **Request:** Dissolution of Lenawee County Building Authority

The Lenawee County Building Authority met on April 21, 2026 where all parcels were transferred into the name of County of Lenawee, and there are no current bonds in the name of the Lenawee Building Authority.
Article 4, Section 4 states that "The term of existence of the Authority shall be perpetual or until terminated by the Board of Commissioners of the County." Therefore, seeing no further purpose for or responsibility of the Lenawee County Building Authority, I would recommend the Board of Commissioners dissolves the Lenawee County Building Authority.

Motion by Van Doren, to recommend that the Board of Commissioners dissolves the Lenawee County Building Authority, seconded by Krasny. Motion carried.

F. **Request**: Judicial Chiller Repair

The chiller at Judicial is not working, and it was determined that circuit # 2 needs to be replaced. Due to the timing of the needed repairs, it has not gone to the Physical Resources Committee. The request is to recommend approving the quote from Trane in the amount of $14,873.00 for chiller repair and a $1,500 contingency to the Board of Commissioners. Administrator Murphy shared that since this was a non-budgeted item, the Dual Review Policy would be applicable, but the committee has the right to waive it. In addition, it is recommended to fund this repair from the fund balance of the Building & Site Division fund balance.

Motion by Blanco, to waive the Dual Review Policy for the Judicial Chiller repair request, seconded by Van Doren. Passed by unanimous ROLL CALL VOTE.

Motion by Collins, to recommend approving the quote from Trane in the amount of $14,873 with a $1,500 contingency for Judicial Chiller Repairs, funded by the fund

balance of the Building & Site Division of the Capital Fund, and authorize the necessary budget adjustments, to the Board of Commissioners, seconded by Aungst.

G. Committee Referrals/Recommendations

1) **Request:** Renew contract - Jail Telephone and Tablet Vendor

The Lenawee County Jail contracts with ViaPath Technologies for inmate telephone calls, visitation, and tablets. Effective April 6, 2026, the Federal Communications Commission, FCC, imposed a cap on how much money can be collected per minute on telephone calls and video visits. Under the new terms, there is a max 0.13 cents per minute for telephone calls and 0.21 cents per minute for video visitations.
With the imposed limits, there will be a decrease in revenue for the County. To offset that, Captain Casey was able to negotiate a signing bonus of $20,000 and an increase of the tablet commission from 20% to 50%, with a 3-year contract extension.

Motion by Collins, seconded by Aungst to recommend approving the 3 year ViaPath contract extension and authorize Captain Randy Casey to sign, to the Board of Commissioners. Motion carried.

Administrator Murphy reported that due to various circumstances, it is difficult to estimate the decrease in revenue.

2) **Request**: Drain Commission - Replace Excavator

The Drain Commission is requesting to replace the 2015 excavator as it is at the end-of-life. Commissioner Scheffler received several quotes and would like to move forward with the quote from Southeastern Equipment Co.
The current mulcher is also at the end of life and was originally planned to purchase separately.
Southeastern offers the drum mulcher attachment and is included in this quote. The purchase will be financed directly through Southeastern due to their low interest rate of 1.39%, for 60 months. The drain commissions average 800 billable hours annually, at the $92.00 current rate, will cover the loan and service costs.

Motion by Tillotson, to recommend approving the quote from Southeastern Equipment Co. and financing an amount not to exceed $279,932.28, for a 2026 excavator with thumb and drum mulcher attachments, to the Board of Commissioners, seconded by Blanco. Motion carried.

H. Other Ways & Means Business

None.

VII. Additional Items for Consent Agenda

None.

VIII. Public Comment (on any non-agenda item)
Sheriff Bevier announced Lieutenant Perdue's retirement celebration will take place next week.
This week is Police Memorial Week and the Memorial will take place this Friday.

IX. Commissioner Comment
No comment.

X. Adjournment
Motion by Tillotson, seconded by Daly to adjourn at 10:32am. Motion carried.