

BOARD OF COMMISSIONERS



MEMBERS

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

MEETING LOCATION
Commission Chambers

Minutes: Wednesday, May 13, 2026

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

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

Also Present: Administrator Kim Murphy, 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, Nic Wilson, Adam Massingill, Chris Hudson, Heidi Cannon, Danielle Fern, Corinne Perdue, Captain Randy Casey, Captain Jacob Pifer, Dispatch staff, Under Sheriff Jeff Ewald

Absent: Ralph Tillotson, Dave Stimpson, Roxann Holloway

The meeting was called to order at 1:30pm by Comm. Van Doren.

ROLL CALL

Roll call was completed; 7 present (Daly, Collins, Martis, Blanco, Aungst, Krasny, Van Doren), 2 absent (Tilltosen, Stimpson).

APPROVAL OF MINUTES:

Approval of Minutes: April 8, 2026

Motion by Martis to approve the minutes of April 8, 2026, seconded by Aungst. Motion carried.

AMENDMENTS TO THE AGENDA

Motion by Martis to approve the agenda as presented, seconded by Blanco. Motion carried.

PETITIONS and COMMUNICATIONS:

Comm. Van Doren read communication; no further discussion.

INTRODUCTION OF SPECIAL GUESTS:

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

No comment.

RESOLUTIONS/PROCLAMATIONS:

Recognition of Service — Adam Massingill and Nic Wilson

PRO#2026-12 RECOGNITION OF SERVICE NIC WILSON and ADAM MASSINGILL

WHEREAS, the provision of high-quality education and training is essential to ensuring the preparedness, safety, and effectiveness of first responders and emergency management personnel; and WHEREAS, Nic Wilson and Adam Massingill have demonstrated exceptional commitment to enhancing the knowledge, skills, and operational readiness of Lenawee County first responders and Emergency Operations Center personnel; and WHEREAS, through the delivery of comprehensive training programs, instruction, and professional development opportunities, Nic Wilson and Adam Massingill have strengthened emergency response capabilities across Lenawee County; and WHEREAS, these efforts have contributed to improved coordination, response efficiency, and public safety for the residents of Lenawee County; and WHEREAS, the dedication, expertise, and service of Nic Wilson and Adam Massingill reflect the highest standards of professionalism and community stewardship; NOW, THEREFORE, BE IT RESOLVED, that the Lenawee County Board of Commissioners hereby recognizes and commends Nic Wilson and Adam Massingill for their outstanding service in providing education and training to Lenawee County first responders and Emergency Operations Center personnel, and expresses its sincere gratitude and appreciation for their invaluable contributions to the safety and well-being of the Lenawee County community.

Motion by Collins to approve PRO#2026-12, seconded by Blanco. Motion Passed by Unanimous ROLL CALL VOTE.

Retirement of Lieutenant Corinne Perdue

PRO#2026-13 Honoring the Retirement of Lieutenant Corinne Perdue

WHEREAS, the Lenawee County Board of Commissioners recognizes the dedicated public service of Dispatch Lieutenant Corinne Perdue upon her retirement from the Lenawee County Sheriff's Office after more than 31 years of exemplary service; and WHEREAS, Corinne Perdue began her career with Lenawee County on May 8, 1995, as a Full-Time Dispatcher, demonstrating professionalism, dependability, and commitment to the safety and well-being of the citizens of Lenawee County; and WHEREAS, through her dedication and leadership, she advanced through the ranks, serving as Dispatch Shift Leader beginning September 28, 2008, Dispatch Sergeant beginning January 8, 2017, and ultimately Dispatch Lieutenant beginning January 30, 2023; and WHEREAS, throughout her career, Corinne Perdue played a vital role in supporting law enforcement officers, firefighters, EMS, and the public by ensuring effective communication and coordination during both routine operations and emergency situations; and WHEREAS, her years of service have been marked by professionalism, integrity, leadership, and a steadfast commitment to public safety, earning the respect and appreciation of her colleagues and the community she faithfully served; NOW, THEREFORE, BE IT RESOLVED, that the Lenawee County Board of Commissioners

does hereby express its sincere appreciation to Dispatch Lieutenant Corinne Perdue for her 31 years of dedicated service to Lenawee County and extends its best wishes for a happy and fulfilling retirement.

Motion by Aungst, to approve Proclamation #2026-13, seconded by Collins, Passed by Unanimous ROLL CALL VOTE.

SPECIAL PRESENTATIONS:

None.

APPROVAL OF CONSENT AGENDA:

(Roll Call Vote)

May Consent Agenda

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 06/30-2026

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

Health Department-Sanitarian I to Sanitarian II

Administrator Murphy reviewed the request to reclassify the Sanitarian I to a Sanitarian II. 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.

Professional Liability Insurance for Pub. Defender 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

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.

Deputy Medical Examiner Agreement

The Board of Commissioners approved a Forensic Pathologist agreement. 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 authorizing the Board Chairman and Medical Examiner to sign, to the Board of Commissioners, seconded by Aungst. Motion carried.

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.

The request is to recommend accepting the 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.

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.

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 reaper 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 from 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.

Renew ViaPath Contract-Jail Phone/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.

Replace Drain Comm. 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

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.

Motion by Martis to approve the May consent agenda, seconded by Aungst. Motion Passed by UNANIMOUS ROLL CALL VOTE.

STANDING COMMITTEE REPORTS

ACCOUNTS PAYABLE (Comm. Martis)

Approve Accounts Payable Payments

Comm. Martis reported from the Accounts Payable Committee.

Motion by Martis, to approve the of the accounts payable payments in the amount of \$5,433,527.95, with the general fund's portion being \$504,646.65. seconded by Collins. Motion carried.

CRIMINAL JUSTICE (Comm. Collins)

5/7/26 Criminal Justice Mins.

Comm. Collins reported from the Criminal Justice Committee.

IT/EQUALIZATION (Comm. Krasny)

5/7/26 IT/Equalization Mins.

Comm. Krasny reported from the IT/Equalization committee.

PERSONNEL / WAYS & MEANS (Comm. Martis)

5/12/26 Personnel Ways Means Mins.

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

POLICIES & PROCEDURES (Comm. Blanco)

5/4/26 Pol. Proc. Mins.

County photo identification badges, herein referred to as "ID badge", enhancing security while maintaining operational flexibility. It balances secure identification standards with practical working conditions.

2. Scope:

This policy applies to all personnel, including:

- Full-time and part-time County employees*
- Temporary, seasonal, and contract personnel*
- Volunteers and guests*
- If a department has a contractor, volunteer, or guest on county property, that department is expected to escort said party until that party's business is complete.*

3. Policy Statement:

Lenawee County personnel should wear an issued ID badge for security and identification purposes. While acknowledging practical working conditions, employees are expected to exercise professional judgment to ensure safety and security.

4. Displaying of Photo ID Badge:

ID Badges should be visibly displayed when:

- Accessing secured County facilities*
- Attending official meetings or public events*
- Visiting other County departments*
- Entering private property in an official capacity*
- Requested by the supervisor or security personnel*

5. ID Badge Design and Content:

Each ID badge shall contain:

- Full name of the employee*
- Photograph*
- Department or Office*
- County name and official seal*
- Expiration date*
- Color coded bar to designate level of security and permissions*

6. Issuance and Control:

- Issuance: The Information and Technology Department (IT) will issue ID badges upon written or electronic request from the Department Head.*
- Defacing: ID Badges must not be altered or defaced in any manner. No stickers or other items shall be affixed to the ID badge.*
- Ownership: ID Badges remain the property of the County and shall not be altered, duplicated, or used for personal purposes.*
- Separation of Employment: Department Heads are responsible for collecting ID badges from employees upon separation of employment.*
- Lost/Stolen ID Badges: Lost or stolen ID badges must be reported immediately to the IT department so access can be deactivated.*

Request: Revenue Recognition Policy

POL#2026-05 Revenue Recognition & "Available" Funds Policy

PURPOSE

To establish the criteria for recognizing revenues in the governmental fund financial statements of Lenawee County, ensuring compliance with GASB Statement No. 33 and GASB Statement No. 34.

BASIS OF ACCOUNTING

The County shall use the modified accrual basis of accounting for all governmental fund types. Under this basis, revenues are recognized when they become both measurable (the amount can be determined) and available (collectible within the current period or soon enough thereafter to pay current liabilities).

DEFINITION OF "AVAILABLE" FUNDS

The County defines the "availability period" for various revenue types as follows:

- Property Taxes: In accordance with GASB Interpretation No. 5, property taxes are considered available if they are collected within 60 days after the fiscal year-end.*
- Grants and Other Non-Property Tax Revenues: For all other non-property tax revenues—including federal and state grants, state-shared revenues, and income taxes—funds are considered available if they are collected within 180 days of the fiscal year-end.*

APPLICATION TO GRANTS (NON-EXCHANGE TRANSACTIONS)

Eligibility Requirements: Grant revenue is recognized only after all applicable eligibility requirements (e.g., time requirements, matching requirements, or incurring allowable costs for expenditure-driven grants) have been met.

Recognition Window: If eligibility requirements are met during the fiscal year, the revenue will be accrued provided that the actual cash reimbursement is expected within the 180-day window following year-end.

Deferred Inflows: If the funds are not expected to be collected within the 180-day window, the receivable will be recorded, but the corresponding revenue will be reported as a deferred inflow of resources until the funds become "available".

Motion by Blanco, seconded by Martis to approve the Revenue Recognition Policy #2026-05. Motion carried.

PHYSICAL RESOURCES (Comm. Krasny)

5/7/26 Phyr Resc Mins

Comm. Krasny reported from the Physical Resources committee.

COMMUNITY ACTION AGENCY (Comm. Stimpson)

No report.

COMMUNITY MENTAL HEALTH AUTHORITY (Comm. Stimpson)

No report.

COUNTY PLANNING COMMISSION (Comm. Blanco)

Planning Comm. 4/16/26 mins.

Comm. Blanco reported from the County Planning Commission.

DEPARTMENT ON AGING (LDA) (Comm. Aungst)

4/23/26 LDA mins.

Comm. Aungst reported from the Department on Aging Board.

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

No report.

HEALTH BOARD (Comm. Collins)

4/15/26 Board of Health Mins.

No report.

HOMELAND SECURITY & LOCAL EMERGENCY PLANNING (Comm. Collins)

Comm. Collins reported from the LEPC Committee. The Norfolk Training will be held from August 17- August 20th.

LAND BANK AUTHORITY (Comm. Blanco)

4/28/26 LandBank Mins

Comm. Blanco reported from the LandBank committee.

LENAWEE PUBLIC TRANSPORTATION AUTHORITY (Comm. Tillotson)

No report.

MAC - Finance & General Government (Admin. Murphy)

MAURICE SPEAR CAMPUS (Comm. Aungst)

Comm. Aungst reported from the MSC Board.

MICHIGAN WORKS (Comm. Collins)

No report.

PARKS COMMISSION (Comm. Tillotson)

4/20/26 Park Mins

No report.

REGION 2 PLANNING COMMISSION (Comm. Tillotson)

No report.

SOLID WASTE/MATERIALS MANAGEMENT COMMITTEES (Comm. Stimpson)

No report.

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

No report.

LIAISON (NON-VOTING) REPORTS

LENAWEE NOW (Comm. Martis)

No report.

MICHIGAN TOWNSHIP ASSOCIATION [LENAWEE] (Comm. Blanco)

No report.

ROAD COMMISSION (Comm. Martis)

No report.

VETERANS' AFFAIRS (Comm. Collins)

5/8/26 VA Board Mins.

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

WELL WISE SERVICES (Comm. Van Doren)

NEW BUSINESS:

None.

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

None.

COMMISSIONER COMMENT:

Comm. Martis shared a comment regarding renewable energy.

Comm Aungst thanked Administrator Murphy for taking her time to visit his district meetings.

ANNOUNCEMENTS:

ADJOURN/RECESS:

Motion by Martis, seconded by Collins to adjourn at 2:23pm. Motion carried.