PERSONNEL/WAYS & MEANS COMMITTEE

Kimberly L. Murphy
County Administrator

301 N. Main St, Adrian, MI 49221
p: 517-264-4508 | f:517-264-4512
Website

MEMBERS
Kevon Martis, Ralph Tillotson
Committee of the Whole
301 N. Main St, Adrian, MI 49221

MEETING LOCATION
Chambers

Minutes: Tuesday, June 9, 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, Captain Jacob Pifer, Human Resources Director Bev Ahlers, Human Resources Assistant Rachel McAran, Brian Vish (WLEN), Accountant Matt Turgeon, Finance Director Dan Zimolzak, Administrative Coordinator Carissa Zubke, Marketing & Communications Coordinator Jen Ambrose, Community Engagement Quinn Wilt, Budget Analyst Tracy Stace*

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

II. Approval of Minutes

A. Approval of Minutes: May 12, 2026

Motion by Blanco, to approve the minutes of May 12, 2026, seconded by Aungst. Motion carried.

III. Public Comment (on any agenda item)

No comment.

IV. Rules

No rules.

V. Board Appointments

No appts.

VI. Personnel Business

A. Employment Changes

Employement changes for the County were included in the packet.

B. Employee Anniversaries

The May employee anniversaries were reviewed, with some employees celebrating 42 and 44 years as a County employee.

C. Other Personnel Business

None.

VII. Ways & Means Business

A. Finance Reports

Administrator Murphy reviewed the general fund income statement and the fund equity financial reports.

B. **Request:** 3rd Quarter Allotment of Appropriations

Attached is Resolution 2026-07 authorizing the Third Quarterly Allotment of Allocations for the period July 1, 2026- September 30, 2026.
RES#2026-07 THIRD QUARTER: JULY 1, 2026 – SEPTEMBER 30, 2026 Resolution Enacting Third Quarterly Allotment of Allocations
WHEREAS, the 2026 General Appropriations Act provided for the allotment of appropriations on a periodic basis when financial circumstances warrant; and
WHEREAS, the Lenawee County Board of Commissioners deems that financial circumstances exist whereby the quarterly allotment of appropriations contained in the 2026 General Fund Budget is deemed desirable; and WHEREAS, the financial circumstances dictate that other steps also be taken to contain expenditures during the fiscal year.
THEREFORE, BE IT RESOLVED by the Lenawee County Board of Commissioners, that the expenditure of the 2026 appropriations as contained in the 2026 General Fund Budget be established for the period beginning January 1, 2026, and ending December 31, 2026, and that the elected and appointed officials responsible for appropriations be so notified, and; BE IT RESOLVED that said County officials shall not cause obligations to be incurred against, nor shall payment be made from appropriations in excess of the amount provided in the schedule.

Motion by Tillotson, to recommend approval of the Third Quarterly Allotment of Allocations for period of July 1 - September 30, 2026 via resolution #2026-07, to the Board of Commissioners, seconded by Blanco. Motion carried.

C. **Request:** MMRMA Annual Renewal

We have received our renewal rates from Michigan Municipal Risk Management Authority (MMRMA) for our property, liability, auto, and sewer backup coverage. This year we are seeing a 13% increase in the General Liability and Public Officials Liability coverage, and a 19% increase in our property exposure — mostly due to the $20 million addition to the Maurice Spear Campus. We are proposing to continue with our "Stop Loss" coverage, which limits the County's cash payment for claims to $330,000 during the policy year.
Our total premium this year is $726,581.00. This is an increase of approximately 10.76%. In addition, the County will be receiving a Net Asset Distribution of $195,211, which I recommend having the total amount disbursed to the County.

The request is to recommend authorizing the County Administrator to sign the MMRMA renewal in the amount of $726,581.00 and to request the Net Asset Distribution in the amount of $195,211 be disbursed directly to the County.

Motion by Van Doren, to accept and renew the MMRMA annual renewal and authorize the County Administrator to sign, for $726,581.00 and to request the Net Asset Distribution in the amount of $195,211 be disbursed directly to the County, to the Board of Commissioners, seconded by Tillotson. Motion carried.

Discussion opened up regarding the annual premium on the stop loss premium, which is an annual expense of $27,000.

D. **Request:** General Liability Renewal - Lenawee County Airport

MMRMA does not cover liability insurance for Lenwee County Airport. Therefore, we work with Kapnick Insurance for Airport Owners and Operators Liability Insurance. The current contract will expire in July. The proposed quote is for a period of three years, July 1, 2026-July 1, 2029 with annual installments of $10,515.00 for a total of $31,545.00.

The request is to recommend entering into a (3) year agreement with Kapnick Insurance for Airport Owners and Operators Liability Insurance with annual installments of $10,515, and authorize the County Administrator to sign, to the Board of Commissioners.

Motion by Blanco, to recommend approving the (3) year agreement with Kapnick Insurance for Airport Owners and Operators Liability Insurance with annual installments of $10,515, and authorize the County Administrator to sign, to the Board of Commissioners, seconded by Van Doren. Motion carried.

E. Committee Referrals/Recommendations

1) **Request:** Rollin Twp. Law Enforcement Contract

There was a request from the Sheriff's Office to recommend entering into a contract with Rolling Twp. Law enforcement contract for the remainder of 2026, primarily for traffic control.

Motion by Collins, to recommend approving the contract for Law Enforcement service contract with Rollin Twp., to the Board of Commissioners, seconded by Aungst. Motion carried.

2) **Request:** Oakland G2G Agreement Renewal

The current credit card payment services IT software is provided by Oakland County, and it was requested to recommend renewal of the 5-year agreement with Oakland County G2G and authorize Board Chairman to sign it, to the Board of Commissioners.

Motion by Collins, to recommend approving the Oakland G2G agreement and

authorizing Board Chairman to sign, to the Board of Commissioners, seconded by Aungst. Motion carried.

3) **Request:** Website Accessibility Software

Administrator Murphy reviewed the request for Website Accessibility software due to the DOJ requirements for digital communication to be ADA compliant. This purchase was not included in the 2026 budget as the software solution was not made available by CivicPlus until January 2026. Following the prorated first-year cost of $12,739.83, the expected annual recurring service cost, subject to annual uplift, is estimated at $22,504.
This was presented at the IT/Equalization Committee June meeting and there was a recommendation to follow the dual review policy guidelines. This is considered the 1st of 2 readings.

Administrator Murphy stated that this request will come forward in July, for a second reading. After the first year's expense, the annual recurring cost will be built into the budget.

F. Other Ways & Means Business

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

Motion by Blanco to enter into closed session at 10:17 am, seconded by Collins. Passed by UNANIMOUS ROLL CALL VOTE. Motion carried.

Members entered into closed session at 10:17am.

Members resumed open session at 10:44am.

H. **Request:** Solicit RFP's for Building Assessment

Chairman Comm. Martis stated that based upon discussion during closed session, this item would be removed from the agenda and no action to be taken at this time. No further discussion.

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 at 10:46am, seconded by Stimpson. Motion carried.