

At the 2021 Organizational Meeting of the Shiawassee County Board of Commissioners held on Monday, January 4, 2021 at 5:00 p.m. in the Commissioner Chambers, Surbeck Building, Corunna, Michigan:

The meeting was called to order by County Clerk, Caroline Wilson.

Pledge of Allegiance was recited.

Roll Call found Commissioners: Webster, Holzhausen, Brodeur, Root, Garber, Marks and Plowman present.

County Clerk, Wilson opened the floor for nominations for Chairman of the Board.

Commissioner Garber nominated Commissioner Root. No further nominations were given, nominations closed. Commissioner Root was elected the 2021 Chairman with the following roll call vote of 6 yeas: Commissioners Holzhausen, Brodeur, Root, Garber, Marks and Plowman. 1 nay: Commissioner Webster.

Commissioner Root took the Chairman's seat and ran the remainder of the meeting.

Chairman Root opened the floor for nominations for Vice-Chairman. Chairman Root nominated Commissioner Marks. Commissioner Holzhausen expressed interest in the Vice-Chair position. No further nominations were given, nominations closed. Roll call vote with Commissioners stating their individual selection: Commissioner Webster – Marks, Commissioner Holzhausen – Holzhausen, Commissioner Brodeur – Marks, Commissioner Garber – Holzhausen, Commissioner Marks – Marks, Commissioner Plowman – Marks and Chairman Root – Marks. Commissioner Marks was elected the 2021 Vice-Chairman.

It was moved by Commissioner Plowman, seconded by Commissioner Webster to approve the 2021 meeting schedule. Motion carried with the following roll call vote of 6 yeas: Commissioners Brodeur, Garber, Marks, Plowman, Webster and Chairman Root. 1 nay: Commissioner Holzhausen.

It was moved by Commissioner Marks, seconded by Commissioner Webster to adopt Resolution 21-01-01 with the following roll call vote of 7 yeas: Commissioners Holzhausen, Brodeur, Garber, Marks, Plowman, Webster and Chairman Root. 0 nays.

#### **SHIAWASSEE COUNTY BOARD OF COMMISSIONERS**

#### **RESOLUTION #21-01-01**

#### **MEETING COMPENSATION OFR COUNTY BOARDS, COMMISSIONS, AND COMMITTEES**

WHEREAS the compensation rate for county boards, commissions, and committees increased January 1, 2020 with the exception of Board of Commissioner meetings; and

WHEREAS Board of Commissioners meetings will adopt this pay schedule as of January 1, 2021, causing all types of meetings to be compensated according to the same pay schedule; and

WHEREAS the pay schedule is: \$50 for in-county meetings (with the exception of Township, City, & Village Meetings and Special Assignments; these remain \$25.00), \$65 for out-of-county meetings/conferences, \$65 for meetings lasting longer than four hours, \$75 for Planning and Commission and Zoning Board of Appeals meetings; and

WHEREAS the qualified in-county meetings are as follows:

1. Committee of the Whole Meeting	\$50.00
2. Regular full Board meetings	\$50.00
3. Assigned Committee Meetings	\$50.00
4. Appointed Organizations (Board Liaison)	\$50.00
5. Township, City, Village Meetings	\$25.00
6. Special Assignments	\$25.00

WHEREAS Board Chairman is a Member of all Standing Committees; and

WHEREAS mileage to posted meetings shall be compensated at the IRS rate; and

WHEREAS compensation is designated for assigned meetings only; and

WHEREAS assigned meetings are designated by County board appointment or the Board Chairperson.

WHEREAS commissioners and citizens may attend boards, commissions and committee meetings voluntarily, but shall not be compensated for these as they are unassigned.

\*\*\*\*\*

NOW THEREFORE IT BE RESOLVED THAT Commissioners and citizens are entitled to compensation for meetings they are assigned to by the Board Chairperson or County board appointment. Commissioners and citizens are not entitled to compensation for unassigned meetings, and shall not submit for compensation for these.

\_\_\_\_\_  
Jeremy Root,  
Chairman

\_\_\_\_\_  
Caroline Wilson,  
County Clerk

It was moved by Commissioner Marks, seconded by Commissioner Plowman to adopt Resolution 21-01-02 with the following roll call vote of 7 yeas: Commissioners Brodner, Garber, Marks, Plowman, Webster, Holzhausen and Chairman Root. 0 nays.

**Shiawassee County Board of Commissioners  
2021 Rules for Organization & Procedure  
Res#21-01-02**

1. At the commencement of the first session of each odd-numbered year the Board will elect by a majority vote of all Board Members then serving a Chairperson for a one-year term, pursuant to MCL 46.3. A Vice-Chairperson will also be elected annually for a one-year term, pursuant to MCL 46.3. Each will continue in office until a successor is elected and qualified, and each will take and subscribe to the constitutional oath of office.
2. Members of all special and standing committees shall be appointed by the Board Chair who will also name the chair and vice-chair, if any, of each committee. Committee members will serve the same term as the Board Chair.
3. Standing Committees shall be as follows:
  - Committee of the Whole
  - Finance and Administration
  - Health & Human Services
  - Public Safety & Courts
  - Economic & Physical Development
4. In the event a member of a standing committee is on a prolonged absence the Board Chair may appoint another member as replacement until the absent member returns.
5. A majority of each committee shall constitute a quorum.

6. The Board Chair is an ex-officio member of all committees and may cast a vote.
7. A committee shall meet at the call of the committee's chair or upon written request of a majority of the members of the committee.
8. Regular meetings of the Board will be held in the Commissioners' Chambers at the Surbeck Building in Corunna, Michigan, except as may be otherwise provided by law. Special meetings and rescheduled regular meetings will be held only after posting a notice at least 18 hours before the special or rescheduled regular meeting stating the date, time, and location of the meeting.
9. All requirements of Michigan's Open Meetings Act (PA 266 1976, as amended) are incorporated into these rules by reference.
10. Seating of the commissioners at Board meetings in the Commissioners' Chambers is assigned by the Board Chair.
11. The current edition of Robert's Rules of Order shall govern all sessions of the Board except where in conflict with these rules, in which case these rules shall govern. The Board may appoint a parliamentarian.
12. When used, a consent agenda will be conducted in accordance with Robert's Rules.
13. The Board Chair shall preside at all sessions of the Board. In the absence of the Chair, the Board Vice-Chair shall preside. In the absence of both Chair and Vice-Chair, the chair of the Committee of the Whole shall preside or, if he or she is also absent, the vice-chair of the Committee of the Whole shall preside.
14. The Chair shall decide all questions arising under the rules of the Board and general parliamentary practice, subject to an appeal to the Board which shall be determined by vote of a majority of the commissioner's present.
15. The Chair shall preserve order and decide questions of order subject to an appeal to the Board.
16. Every member desiring to speak shall address the Chair and not continue until recognized by the Chair.
17. Any member desiring to bring a matter before the Board shall address the Chair and present the matter by way of motion. If seconded, the member offering the motion shall have the floor unless declining, and the floor shall then be open to any member recognized by the Chair.
18. No unauthorized person shall be on the floor without permission of the Chair or a majority of the commissioners then present.
19. The County Coordinator is an ex-officio member of regular and committee meetings of the Board and may take part in discussions, but may not make motions and does not vote.
20. The County Coordinator shall be responsible for the preparation of agendas, including relevant documents and exhibits, for all regular and committee meetings of the Board.

21. No literature other than official documents and exhibits provided by county departments shall be permitted to come before the Board or be placed on the commissioners' benches. The chair may waive this rule upon the chair's discretion.
22. Upon invitation or request of a Board member, non-members of the Board may address the Board in matters before it unless an objection is raised and sustained by a majority of the Board members present.
23. At least one opportunity for the Public to address the Board will be provided in each regular or standing-committee meeting. The commissioners encourage the Public to provide input at these times, pursuant to the following rules:
  1. No participant may speak more than once;
  2. No participant shall make comments that are frivolous, repetitive, or harassing;
  3. The chair may interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, or obscene;
  4. The chair may request an individual leave the meeting when that person behaves in a manner that is disruptive of the orderly conduct of the meeting;
  5. No participant may speak for more than three (3) minutes.
  6. Each speaker is requested to provide his or her name, address, and telephone number for the record.

The chair may waive these rules at the chair's discretion.

24. The order of business for each regular Board meeting shall be as listed below. Please note this list is the order of business that may occur at the meeting and that not all of the listed items are specifically designated on each meeting agenda. The items marked with an asterisk (\*) appear on almost every regular meeting agenda.
  1. Call to Order\*
  2. Pledge of Allegiance\*
  3. Invocation (if offered)
  4. Roll Call\*
  5. Approval of Prior Meeting Minutes\*
  6. Approval of Bills\*
  7. Communications (if any)
  8. Opportunity for Public to Address the Board\*
  9. Commissioners' Comments (if any)
  10. Special Committee Reports (if any)
  11. Standing Committee Reports\*
  12. Coordinator Report (if any)
  13. Board Chair Report\*
  14. Other Agenda Items\*
  15. 2nd Opportunity for Public Address (if provided) \*
  16. Adjournment\*
25. Committees shall report upon all matters referred to them without unnecessary delay. The Board Chair shall refer all matters for committee consideration to the appropriate committee.
26. No new business may be brought before a regular meeting of the Board without previous committee action except upon a motion approved by a two-thirds vote of the commissioners then present.

---

Jeremy Root,  
Chairman

---

Caroline Wilson,  
County Clerk

Chairman Root confirmed the 2021 sub-committee appointments as follows:

Committee of the Whole:	Chairperson, Commissioner Marks Vice-Chairperson, Commissioner Holzhausen
Economic & Development:	Chairperson, Commissioner Marks Vice-Chairperson, Commissioner Holzhausen Member, Commissioner Webster
Finance & Administration:	Chairperson, Commissioner Plowman Vice-Chairperson, Commissioner Garber Member, Commissioner Brodeur
Public Safety & Courts:	Chairperson, Commissioner Brodeur Vice-Chairperson, Commissioner Plowman Member, Commissioner Marks
Health & Human Services:	Chairperson, Commissioner Garber Vice-Chairperson, Commissioner Holzhausen Member, Commissioner Marks

Chairman Root confirmed Commissioner Plowman will remain the Road Commission Board representative and Commissioner Garber will remain the PleasantView Board representative.

Tom Manke, Owosso – Congratulated Board on new term/Board compensation/GED classes for inmates.

Bonnie Reno, Corunna – Reappointment determination

The meeting adjourned at 5:28 p.m.

/s/ [Caroline D. Wilson]

Caroline D. Wilson, Shiawassee County Clerk  
& Clerk to the Board of Commissioners