

At the regular meeting of the Shiawassee County Board of Commissioners held on Wednesday, December 13, 2023 in the Commissioner Chambers, Surbeck Building, Corunna, Michigan:

The meeting was called to order by Chairman Brodeur at 5:00 p.m.

Pledge of Allegiance was recited.

Invocation was offered by Commissioner Webster.

Roll call found Commissioners Webster, Holzhausen, Garber, Howard, Emery and Chairman Brodeur present. Commissioner Johnson excused.

It was moved by Commissioner Garber, seconded by Commissioner Holzhausen to approve the agenda as presented. Motion carried.

It was moved by Commissioner Howard, seconded by Commissioner Garber to approve the minutes of the November 15, 2023 Board of Commissioners meeting. Motion carried.

It was moved by Commissioner Garber, seconded by Commissioner Webster to approve the bills listed on the Invoice Edit Reports dated November 14, 2023, Invoice Edit Reports dated November 17, 2023, Invoice Edit Reports dated November 17, 2023, Invoice Edit Reports dated November 22, 2023, Invoice Edit Reports dated November 29, 2023, Invoice Edit Reports dated December 1, 2023 and Invoice Edit Reports dated December 8, 2023. Payroll Batch dated November 24, 2023 and Payroll Batch dated December 8, 2023 and to include Wire Transfers, ACH and EFT's for a grand total of \$3,728,737.58 and authorize warrants be drawn from the Treasury for the same. Motion carried with the following roll call vote of 6 yeas: Holzhausen, Garber, Howard, Emery, Webster and Chairman Brodeur. 0 nays.

It was moved by Commissioner Emery, seconded by Commissioner Garber to open the Public Hearing for the 2024 Budget. Motion carried.

Public Hearing opened at 5:03 p.m.

Dr. Boggs gave an overview of budget.

Public comment was offered. No one responded.

It was moved by Commissioner Emery, seconded by Commissioner Garber to close the Public Hearing. Motion carried.

Public Hearing closed at 5:04 p.m.

It was moved by Commissioner Howard, seconded by Commissioner Garber to accept the proposed historical maintenance proposal for \$90 an hour with a budget not to exceed \$20,000. Motion carried with the following roll call vote of 5 yeas: Commissioners Garber, Howard, Emery, Webster and Chairman Brodeur. 1 nay: Commissioner Holzhausen.

It was moved by Commissioner Howard, seconded by Commissioner Webster to accept the proposed mechanical maintenance proposal not to exceed \$15,365.40. Motion carried with the following roll call vote of 6 yeas: Commissioners Garber, Howard, Emery, Webster, Holzhausen and Chairman Brodeur. 0 nays.

It was moved by Commissioner Howard, seconded by Commissioner Holzhausen to approve the minutes of the December 11, 2023 Economic and Physical Development Committee meeting. Motion carried.

It was moved by Commissioner Garber, seconded by Commissioner Howard to authorize the County Administrator to make any 2023 End of Year Budget Adjustments as needed to close out the 2023 budget and present to the board in January 2024. Motion carried with the following roll call vote of 6 yeas: Commissioners Howard, Emery, Webster, Holzhausen, Garber and Chairman Brodeur. 0 nays.

It was moved by Commissioner Garber, seconded by Commissioner Howard to approve the 2024 Budget Resolution #23-12-05 and adopt the 2024 budget as presented. Motion carried with the following

roll call vote of 6 yeas: Commissioners Emery, Webster, Holzhausen, Garber, Howard and Chairman Brodeur. 0 nays.

SHIAWASSEE COUNTY BOARD OF COMMISSIONERS RESOLUTION
No. 23-12-05
FISCAL YEAR 2024 ANNUAL BUDGET

WHEREAS the Uniform Budgeting and Accounting Act, Public Act 2 of 1968, as amended, requires each local unit of government to adopt a balanced budget for all required funds;

WHEREAS the Finance and Administration Committee of the Board of Commissioners has reviewed requests for funding and recommendations on anticipated revenues from the county's elected officials, department heads, agency directors, and other staff; and

WHEREAS the Shiawassee County Board of Commissioners will duly advertise and conduct a public hearing on December 13, 2023 for the 2024 proposed budget in accordance with the Uniform Budgeting and Accounting Act:

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of Shiawassee County, Michigan, does hereby approve and adopt the FY 2024 general fund budget, projecting revenues totaling **\$21,334,648** and expenditures totaling **\$21,334,648** based on an approved millage of **5.4221 mills** (after Headlee reduction);

BE IT FURTHER RESOLVED that pursuant to MCL 46.71, all claims (bills) against Shiawassee County shall be approved by the Board of Commissioners prior to being paid, except that the Coordinator's office may, in the ordinary course of business, pay pending budgeted payroll and certain other claims prior to approval by the Board if necessary to avoid late penalties, service charges, interest, or adverse legal consequence. The Board shall receive a list of claims paid prior to Board authorization for approval at the next Board meeting;

BE IT FURTHER RESOLVED that the Board of Commissioners hereby approves and adopts the FY 2024 budget for Special Revenue Funds;

BE IT FURTHER RESOLVED that the Coordinator shall serve as chief fiscal officer and chief administrative officer for the purposes of the Uniform Budget and Accounting Act, PA 1968, as amended (MCL 141.421 et seq.);

BE IT FURTHER RESOLVED that the Coordinator's office shall be authorized to make budget amendments transferring up to \$6,000 between accounts, departments, or funds without prior approval from the Board; and

BE IT FURTHER RESOLVED that whenever it appears to the Coordinator's office that the actual and probable revenues will be less than the estimated revenues upon which appropriations were based, or when it appears that expenditures will exceed an appropriation, the Coordinator's office shall present to the Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

APPROVED AND ADOPTED BY THE SHIAWASSEE COUNTY BOARD OF COMMISSIONERS FOR FIRST READING NOVEMBER 15, 2023 AND APPROVED AT SECOND READING ON DECEMBER 13, 2023.

Greg Brodeur, Chairman

ATTEST:

Caroline Wilson,
County Clerk

It was moved by Commissioner Garber, seconded by Commissioner Emery to approve Resolution #23-12-06 for appointments to county advisory committees as recommended by the Board Chair. Motion carried with the following roll call vote of 6 yeas: Commissioners Webster, Holzhausen, Garber, Howard, Emery and Chairman Brodeur. 0 nays.

**SHIAWASSEE COUNTY BOARD OF COMMISSIONERS
RESOLUTION TO APPROVE ADVISORY COMMITTEE APPOINTMENTS
RESOLUTION #23-12-06**

Whereas, every year advisory boards to the County Board of Commissioners come up for reappointment.

Whereas, these are governmental boards that provide public representation and engagement with County funded activities.

Whereas, a call for public participation is made annually and residents of Shiawassee County submit letters of interest to serve on these boards.

Whereas, the County Board Chairman reviews each letter and selects applicants for confirmation by the County Board of Commissioners.

Therefore, now let it be resolved the County Board of Commissioners hereby affirms the Chairman's appointment recommendations for the following people, boards, and set terms:

Name of Board	Appointee	Representing Unit	Term
Airport Board	Julie MacKay	N/A	01-01-24 to 12-31-25
Central Dispatch	Cindy Garber	County Elected at Large	01-01-24 to 12-31-26
Central Dispatch	Wade Pretonise	Fire Association	01-01-24 to 12-31-26
Central Dispatch	Bob Campbell	Village Elected	01-01-24 to 12-31-26
Central Dispatch	Jerry Gutting	Township Representative	01-01-24 to 12-31-26
Mid-State Health Network (SUD) Substance Abuse Disorder Oversight Policy Board	Lori Burke	Shiawassee	01-01-24 to 12-31-26
Mid-West Michigan Trail Authority	John Plowman	Shiawassee Resident	01-01-24 to 12-31-26
Parks and Recreation	Thomas Ardelean	General Public	01-01-24 to 12-31-26
Planning Commission	Todd Thomas	Recreational	01-01-24 to 12-31-26

Sanitary Board of Appeals	Chris Klawuhn	General Public	01-01-24 to 12-31-27
Shiawassee Health and Wellness (MTA)	Ryan Painter	N/A	01-01-24 to 03-31-25
Shiawassee Health and Wellness (MTA)	Christina Ardelean	N/A	01-01-24 to 03-31-24
Solid Waste Management Committee	Cody Baker	Solid Waste Industry	01-01-24 to 12-31-25
Solid Waste Management Committee	Dennis Braid	General Public	01-01-24 to 12-31-25
Solid Waste Management Committee	Chris Klawuhn	General Public	01-01-24 to 12-31-25
Valley Area Agency on Aging Board	Gloria McCracken	Advisory Council Senior Representative	01-01-24 to 12-31-25
Valley Area Agency on Aging Board	Laurel Robb	Advisory Council Senior Representative-COA	01-01-24 to 12-31-25
Veteran Affairs Committee	David Mogg	Vietnam Era	01-01-24 to 12-31-27
Veteran Affairs Committee	Mark Durfee	Gulf War	01-01-24 to 12-31-27
Zoning Board of Appeals	Justin Jones	Bennington Township	01-01-24 to 12-31-26

Greg Brodeur,
Board Chairman

Caroline Wilson
County Clerk

It was moved by Commissioner Garber, seconded by Commissioner Webster to approve the 2024 holiday schedule and Board of Commissioner's meeting schedule as amended. Motion carried with the following roll call vote of 6 yeas: Commissioners Holzhausen, Garber, Howard, Emery, Webster and Chairman Brodeur. 0 nays.

2024 COUNTY HOLIDAYS

January 1 (observed)	New Year's Eve Day (12/31/23 is a Sunday)
January 2 (observed)	New Year's Day
January 15	Martin Luther King Jr. Day
February 19	Presidents' Day
March 29	Good Friday
May 27	Memorial Day
June 19	Juneteenth Day (Court Staff Only)

July 4	Independence Day
September 2	Labor Day
October 14	Columbus Day
November 11	Veterans Day
November 28 & 29	Thanksgiving Day & Day After
December 24	Christmas Eve Day
December 25	Christmas Day
December 31	New Year's Eve Day

It was moved by Commissioner Garber, seconded by Commissioner Emery to approve the annual renewal with ZixArchive in an amount not to exceed \$9,818.00. Motion carried with the following roll call vote of 6 yeas: Commissioners Garber, Howard, Emery, Webster, Holzhausen and Chairman Brodeur. 0 nays.

It was moved by Commissioner Garber, seconded by Commissioner Emery to approve the minutes from the December 11, 2023 Finance and Administration Committee meeting. Motion carried.

It was moved by Commissioner Webster, seconded by Commissioner Emery to approve the proposal from Bold Planning Mitigation Team in an amount not to exceed \$40,600. Motion carried with the following roll call vote of 6 yeas: Commissioners Garber, Howard, Emery, Webster, Holzhausen and Chairman Brodeur. 0 nays.

It was moved by Commissioner Webster, seconded by Commissioner Holzhausen to approve the amendment to the Canteen contract for food services for the jail. Motion carried with the following roll call vote of 6 yeas: Commissioners Howard, Emery, Webster, Holzhausen, Garber and Chairman Brodeur. 0 nays.

It was moved by Commissioner Webster, seconded by Commissioner Garber to approve the temporary letter of understanding between the Teamsters and Board of Commissioners. Motion carried with the following roll call vote of 6 yeas: Commissioners Emery, Webster, Holzhausen, Garber, Howard and Chairman Brodeur. 0 nays.

It was moved by Commissioner Webster, seconded by Commissioner Emery to approve the minutes from the December 12, 2023 Public Safety and Courts Committee meeting. Motion carried.

It was moved by Commissioner Garber, seconded by Commissioner Holzhausen to approve the MSU Extension Services for 2024 and authorize the Board Chairman to sign the agreement. Motion carried with the following roll call vote of 6 yeas: Commissioners Webster, Holzhausen, Garber, Howard, Emery and Chairman Brodeur. 0 nays.

It was moved by Commissioner Garber, seconded by Commissioner Holzhausen to approve the contract between the Shiawassee County Health Department and ALZY Environmental Service, LLC for registered sanitarian services in the amount of \$40 per hour for an average of 24 hours per week for the period of January 1, 2024 to December 31, 2024. Motion carried with the following roll call vote of 6 yeas: Commissioners Holzhausen, Garber, Howard, Emery, Webster and Chairman Brodeur. 0 nays.

It was moved by Commissioner Garber, seconded by Commissioner Emery to approve the contract between the Shiawassee County Health Department and Dr. Dennis Chernin for Medical Director Services in the amount of \$40,500 for the period of January 1, 2024 through December 31, 2024. Motion carried with the following roll call vote of 6 yeas: Commissioners Garber, Howard, Emery, Webster, Holzhausen and Chairman Brodeur. 0 nays.

It was moved by Commissioner Garber, seconded by Commissioner Holzhausen to approve the replacement of two Environmental Health Sanitarian at Grade 9. Motion carried with the following roll call vote of 6 yeas: Commissioners Garber, Howard, Emery, Webster, Holzhausen and Chairman Brodeur. 0 nays.

It was moved by Commissioner Garber, seconded by Commissioner Holzhausen to approve the grant application between Shiawassee County Health Department and the Licensing and Regulatory Affairs for Marijuana Education and Outreach in an amount not to exceed \$24,892, and authorize the board chair to execute any necessary documents. Motion carried with the following roll call vote of 4 yeas: Commissioners Howard, Emery, Webster and Holzhausen. 2 nays: Commissioner Garber and Chairman Brodeur.

It was moved by Commissioner Garber, seconded by Commissioner Emery to approve the minutes from the December 12, 2023 Health and Human Services Committee meeting. Motion carried

Chairman Brodeur reported on the Land Bank, Historic Courthouse open house Friday, December 15th at 3:00 p.m., contract negotiations and Special Meeting on December 21, 2023 at 10:00 a.m. for wage study presentation.

County Coordinator Dr. Boggs reported on Shiawassee Council On Aging (SCOA) meeting, Pleasant View expansion and Community Corrections Advisory Board.

Clerk Wilson informed Board that an email was received from Bureau of Elections approving 100% of the requested grant application amount of \$207,791.41 for the 9-Day Early Voting Site. The only issue unresolved at this time is the feet-on-the-ground support from election equipment vendors. Also informed Board of the 2024 Organizational Meeting date of: Thursday, January 4, 2024 at 5:00 p.m. in the Board of Commissioner Chambers.

Liz Kowal, Technical Director Humane Society – contract.

Tracy Minarik – Humane Society contract.

Meeting adjourned at 6:04 p.m.

Gregory Brodeur, Chairman
Board of Commissioners

Caroline D. Wilson
County Clerk