

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
OCTOBER 19, 2021

I. CALL TO ORDER

The Monroe County Board of Commissioners held a regular meeting in the Board Chambers in the City of Monroe on Tuesday, October 19, 2021. Chairman Brant called the meeting to order at 6:00 p.m.

II. ROLL CALL

Roll call by Deputy Clerk, Lisa Sanders, as follows:

PRESENT		ABSENT
David Hoffman	Randy Richardville	Sharon Hill
Mark Brant	David Swartout	
Dawn Asper	Greg Moore, Jr.	
George Jondro	Henry Lievens	

A quorum being present, the Board proceeded to conduct business.

III. PLEDGE OF ALLEGIANCE

Commissioner Lievens led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Lisa Sanders led the Opening Prayer.

V. APPROVAL OF *AMENDED* AGENDA

Motion by Commissioner Swartout, seconded by Commissioner Jondro to approve the October 19, 2021 *amended* agenda as presented.

Voice vote taken. Motion carried.

VI. APPROVAL OF MINUTES (10/05/2021 Regular Meeting Minutes)

Motion by Commissioner Lievens, supported by Commissioner Jondro to approve the minutes of the October 5, 2021 Regular Meeting as presented and waive the reading thereof.

Voice vote taken. Motion carried.

VII. PUBLIC COMMENT

1. Richard Micka—City of Monroe, Chairman of the International Wildlife Refuge Alliance spoke about the upcoming presentation by Dr. Hartig.

2. Erika Brodie-Frenchtown Township—Asked who she can talk to about 5G Towers. Commissioner Asper said the state legislature is where she would need to go because local government has no say regarding 5G Towers.
3. Yvonne Gnaedinger—City of Monroe, Commented that the Library hours have been shrinking and wants to know who to talk to about that. Chairman Brant said if she leaves her contact information, he will look into it and get back to her.

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION

1. Presentation by Ms. Florence Buchanan, Chairperson, Bicycle and Pedestrian Advisory Council on the Monroe County Trail and Bicycle Plan with Resolution of Support. Click [here](#) for presentation and click [here](#) for plan.

Discussion commenced and Ms. Buchanan answered questions from the Commissioners.

Motion by Commissioner Hoffman, seconded by Commissioner Moore to approve the Resolution of Support for the Adoption of the Monroe County Trail and Bicycle Plan.

Roll call by Clerk as follows:

AYE		NAY	EXCUSED	ABSTAIN
David Hoffman	Randy Richardville		Sharon Hill	
Mark Brant	David Swartout			
Dawn Asper	Greg Moore, Jr.			
George Jondro	Henry Lievens			

Motion carried.

2. Presentation by Mr. John Hartig, Ph.D. on “The Great Lakes Way”. The Great Lakes Way is a vision right now and will be an interconnected set of 156 miles of blueways and a 160 miles of greenways stretching from south Lake Huron through western Lake Erie. All residents and visitors of southeast Michigan are connected to and benefit from world-class freshwater, wildlife, recreation, and heritage right in our backyard through a Great Lakes Way. Website = GreatLakesWay.org.
3. Resolution in Support of HB 5026 to ensure continued operation and funding of 9-1-1 service.
 - a. Letter dated October 7, 2021 from Ms. Donna Kuti, Director, Central Dispatch presenting the resolution in support of HB 5026.

Mr. Michael Bosanac, Administrator/Chief Financial Officer explained the purpose of the Resolution.

Motion by Commissioner Jondro, seconded by Commissioner Swartout to approve the Resolution in support of HB 5026.

Roll call by Clerk as follows:

AYE		NAY	EXCUSED	ABSTAIN
David Hoffman	Randy Richardville		Sharon Hill	
Mark Brant	David Swartout			
Dawn Asper	Greg Moore, Jr.			
George Jondro	Henry Lievens			

IX. FINANCE MATTERS

1. Approval of the 10/20/2021 Accounts Payable Current Claims Report in the amount of \$605,765.13

Motion by Commissioner Hoffman, seconded by Commissioner Asper to accept the 10/20/2021 Accounts Payable Current Claims Report for \$605,765.13.

Roll call by Clerk as follows:

AYE		NAY	EXCUSED	ABSTAIN
David Hoffman	Randy Richardville		Sharon Hill	
Mark Brant	David Swartout			
Dawn Asper	Greg Moore, Jr.			
George Jondro	Henry Lievens			

Motion carried.

X. CONSENT AGENDA

1. Approval of Non-Claims
 - a. Check Register dated 10/08/2021 in the amount of \$375,303.18
 - b. Check Register dated 10/15/2021 in the amount of \$587,174.75
2. Commissioner Richardville, Chairman of the Operations Committee explained that the Committee unanimously recommends to the Full Board the following from the 10/19/2021 committee meeting held at 5:00 p.m.:

A. Letter dated September 22, 2021 from Sheriff Troy Goodnough, Monroe County Sheriff's Office, requesting the addition of one (1) full-time cook position and the elimination of two (2) part-time cook positions for the County Jail. No additional appropriation is necessary as funds are available in the 2021 Sheriff's Office budget.

B. Letter dated September 22, 2021 from Ms. Laura Papenhagen, Fairview Superintendent, requesting to add one (1) additional full-time Relief Resident Care Worker position (Grade 4) and eliminate full-time equivalent hours from the part-

time pool. No General Fund appropriation is required. Fund 291 has sufficient revenues to absorb the projected cost of the staffing proposal.

C. Letter dated October 19, 2021 from Mr. Michael Bosanac, County Administrator/Chief Financial Officer, requesting to add one (1) additional full-time Accountant position and eliminate a full-time Maintenance Worker position in the Central Office. There is no additional appropriation necessary, as the cost of the position is included in the 2021 budget.

D. Letter dated October 19, 2021, from Mr. Michael Bosanac, Administrator/Chief Financial Officer submitting one (1) new policy, six (6) updated policies and two (2) policies recommended to delete, for consideration and approval:

- a. Policy #301, Fund Balance Policy-GASB 54 (Updated)
- b. Policy #306, Investment Policy (Updated)
- c. Policy #312, Debt Management Policy (New policy)
- d. Policy #421, Retiree Life Insurance Benefit (Updated)
- e. Policy #439, Electronic Communication (Recommend deleting- Combined with Policy #801))
- f. Policy #446, Employee Service Awards (Recommend deleting)
- g. Policy #700, Courthouse Security (Updated)
- h. Policy #705, Smoke and Vape Free Workplace (Updated)
- i. Policy #801, Acceptable Use (Updated)

Motion by Commissioner Jondro, seconded by Commissioner Moore to approve the Consent Agenda as presented.

Roll call by Clerk as follows:

AYE		NAY	EXCUSED	ABSTAIN
David Hoffman	Randy Richardville		Sharon Hill	
Mark Brant	David Swartout			
Dawn Asper	Greg Moore, Jr.			
George Jondro	Henry Lievens			

Motion carried.

XI. COMMUNICATIONS

Board Action:

1. Letter dated October 15, 2021 from Captain Julie Massengill, Jail Administrator, Monroe County Sheriff's Office requesting approval to apply for and accept a predetermined grant allocation from the Michigan Department of Health and Human Services in an amount of \$40,156. The funds will be utilized for COVID-19 related expenses in the jail. There are no matching funds required for this grant.

Chairman Brant read the request into the record.

Motion by Commissioner Swartout, seconded by Commissioner Lievens to accept and place on file the communication and approve the request to apply for and accept a predetermined grant allocation from the Michigan Department of Health and Human Services in an amount of \$40,156 with no matching funds required. Further to authorize Finance Department to amend the budget to recognize the grant revenue and expenditures.

Roll call by Clerk as follows:

AYE		NAY	EXCUSED	ABSTAIN
David Hoffman	Randy Richardville		Sharon Hill	
Mark Brant	David Swartout			
Dawn Asper	Greg Moore, Jr.			
George Jondro	Henry Lievens			

Motion carried.

- Letter dated October 13, 2021 from Mr. Brandon Roof, Monroe County Mental Health Recovery Court Coordinator, requesting approval to accept a grant award in the amount of \$177,492 from the State Court Administrative Office for the grant period October 1, 2021 through September 30, 2022 with a requested total general fund contribution of \$18,104 to cover overtime wages and fringes for a probation officer assigned to the MCMHRC, random drug testing and electronic monitoring. Requesting an additional appropriation of \$3,115 in the 2021 budget and \$14,989 to be included in the 2022 budget.

Chairman Brant read the request into the record.

Motion by Commissioner Asper, seconded by Commissioner Moore to accept and place on file the communication and approve the request to accept a grant award in the amount of \$177,492 from the State Court Administrative Office for the grant period October 1, 2021 through September 30, 2022 with a total general fund contribution of up to \$18,104 to cover costs not funded by the grant award. Includes an additional appropriation of up to \$3,115 in the 2021 budget and \$14,989 to be included in the 2022 budget. Further to authorize Finance Department to amend the budget to recognize the grant revenue and expenditures including transferring any available unspent Court funds from the 2021 budget to cover the current year match amount.

Roll call by Clerk as follows:

AYE		NAY	EXCUSED	ABSTAIN
David Hoffman	Randy Richardville		Sharon Hill	
Mark Brant	David Swartout			

Dawn Asper	Greg Moore, Jr.			
George Jondro	Henry Lievens			

Motion carried.

- Letter dated October 14, 2021 from Hon. Michael Brown, Presiding Judge, Monroe County Veterans Treatment Court, requesting approval to accept a grant award in the amount of \$36,000 from the State Court Administrative Office for the grant period October 1, 2021 through September 30, 2022 with a requested total general fund contribution of \$10,705 to cover overtime wages and fringes for one probation officer assigned to the Veterans Treatment Court. Requesting an additional appropriation of \$2,832 in the 2021 budget and \$7,873 to be included in the 2022 budget.

Chairman Brant read the request into the record.

Motion by Commissioner Lievens, seconded by Commissioner Hoffman to accept and place on file the communication and approve the request to accept a grant award in the amount of \$36,000 from the State Court Administrative Office for the grant period October 1, 2021 through September 30, 2022 with a total general fund contribution of up to \$10,705 to cover costs not funded by the grant award. Includes an additional appropriation of up to \$2,832 in the 2021 budget and \$7,873 to be included in the 2022 budget. Further to authorize Finance Department to amend the budget to recognize the grant revenue and expenditures including transferring any available unspent Court funds from the 2021 budget to cover the current year match amount.

Roll call by Clerk as follows:

AYE		NAY	EXCUSED	ABSTAIN
David Hoffman	Randy Richardville		Sharon Hill	
Mark Brant	David Swartout			
Dawn Asper	Greg Moore, Jr.			
George Jondro	Henry Lievens			

Motion carried.

- Letter dated October 13, 2021 from Ms. Holly Flint, Community Corrections Coordinator requesting approval to accept a grant award and approve the contract from the State of Michigan Department of Corrections in the amount of \$304,625 for the Monroe County Community Corrections for the FY2022. This grant requires a County match of \$122,815 which will be included in the 2022 budget.

Chairman Brant read the request into the record:

Motion by Commissioner Moore, seconded by Commissioner Asper to accept the communication, place it on file and approve the request to accept a grant award and approve the contract from the State of Michigan Department of Corrections in the

amount of \$304,625 for the Monroe County Community Corrections for the FY2022 with a County match of \$122,815 which will be included in the 2022 budget.

Roll call by Clerk as follows:

AYE		NAY	EXCUSED	ABSTAIN
David Hoffman	Randy Richardville		Sharon Hill	
Mark Brant	David Swartout			
Dawn Asper	Greg Moore, Jr.			
George Jondro	Henry Lievens			

Motion carried.

- Letter dated October 6, 2021 from Chief Charles F. McCormick IV, Vice Chairman, Monroe County 9-1-1 District Board requesting approval of the Amended 9-1-1 Service Plan and Amended 9-1-1 Board Bylaws.

Chairman Brant read the request into the record.

Motion by Commissioner Hoffman, seconded by Commissioner Moore Move to accept the communication, place it on file and approve the Amended 9-1-1 Service Plan and Amended 9-1-1 Board Bylaws.

Roll call by Clerk as follows:

AYE		NAY	EXCUSED	ABSTAIN
David Hoffman	Randy Richardville		Sharon Hill	
Mark Brant	David Swartout			
Dawn Asper	Greg Moore, Jr.			
George Jondro	Henry Lievens			

- Letter dated October 12, 2021 from Mr. Jeff McBee, Community Planning & Engagement Director submitting a Summary of three (3) 2021 Farmland/Open Space reviews/recommendations for application to the Farmland and Open Space Preservation program (part 361 of the Natural Resources and Environmental Protection Act) in London Township.

Chairman Brant read the request into the record.

Motion by Commissioner Hoffman, seconded by Commissioner Jondro to accept the communication along with the Summary of Farmland review/recommendation for application to the Farmland and Open Space Preservation program for London Township, place on file and approve the applications.

Voice vote taken. Motion carried.

7. Letter dated October 13, 2021 from Mr. Michael Woolford, Monroe County Equalization Director, along with County Apportionment Report presenting the Grand Levy for 2021 in the amount of \$242,166,903.61 and recommending the Board accept and adopt the report.

Mr. Woolford explained the report.

Motion by Commissioner Moore, seconded by Commissioner Jondro to accept the communication, place it on file and approve the 2021 Monroe County Apportionment Report and the Grand Levy in the amount of \$242,166,903.61.

Roll call by Clerk as follows:

AYE		NAY	EXCUSED	ABSTAIN
David Hoffman	Randy Richardville		Sharon Hill	
Mark Brant	David Swartout			
Dawn Asper	Greg Moore, Jr.			
George Jondro	Henry Lievens			

Motion carried.

8. Reappointments of Board/Commission members.

A. Board of Canvassers

- i. Letter dated October 12, 2021 from Ms. Annamarie Osment, Monroe County Clerk/Register of Deeds, recommending the reappointment of Ms. Vicki Kipf as the Republican Party representative on the Board of Canvassers and Ms. Christine Chickeral as the Democratic Party representative. The term will commence on October 31, 2021 and expire on October 31, 2025.
- ii. Board of Canvassers Roster

Chairman Brant read the request into the record.

Motion by Commissioner Swartout, seconded by Commissioner Moore to accept the communication, place it on file and approve the reappointment of Ms. Vicki Kipf as the Republican Party representative on the Board of Canvassers and Ms. Christine Chickeral as the Democratic Party representative. The term will commence on October 31, 2021 and expire on October 31, 2025.

Voice vote taken. Motion carried.

B. Monroe Community Mental Health Authority

- i. Letter dated September 23, 2021 from Ms. Susan Fortney, Vice-Chairperson, Monroe Community Mental Health Authority, requesting the appointment of Mr. LaMar Frederick to fill an unexpired term which will end on March 31,

2024, the appointment of Ms. Chantele Steffens to fill an unexpired term which will end on March 31, 2024 and the appointment of Ms. Catherine Bernhold to fill an unexpired term which will end on March 31, 2022.

ii. Monroe Community Mental Health Authority Roster

Chairman Brant read the request into the record.

This item was tabled at the October 5, 2021 meeting. Commissioner Richardville said that since then he had the opportunity to talk to the members of the recruitment team and is satisfied with the candidates for appointment.

Motion by Commissioner Hoffman, seconded by Commissioner Asper to accept the communication, place it on file and approve the appointment of Mr. LaMar Frederick to fill a vacant term that will end on March 31, 2024, the appointment of Ms. Chantele Steffens to fill an unexpired term which will end on March 31, 2024 and the appointment of Ms. Catherine Bernhold to fill an unexpired term which will end on March 31, 2022 and accept the resignations of Mr. Charles Londo and Mr. David Stephens.

Voice vote taken. Motion carried.

9. Mr. Michael Bosanac, Administrator/Chief Financial Officer presented an update on the preliminary 2022 Budget. At the November 2 meeting, the Recommended Budget will be transmitted to the Board. On November 16, 2021 a final presentation on the Recommended Budget will be given. Public Hearing will be held and Adoption as part of the Regular Meeting.

No Board action required.

XII. PUBLIC HEARINGS—None

XIII. OLD BUSINESS—None

XIV. NEW BUSINESS—None

XV. PUBLIC COMMENT—None

XVI. ANNOUNCEMENTS—None

XVII. MEMBERS TIME

Commissioner Lievens—Pass

Commissioner Swartout—Pass

Commissioner Moore—Kudos to Florence and her group. What you have been able to accomplish in 2 years is amazing. 100 mile plan and walkable trail is going to be really phenomenal for Monroe County so keep up the good work.

Commissioner Jondro—Echo Commissioner Moore. I enjoyed all the presentations.

Commissioner Hoffman—Got to be careful out there with bicycles and farm machinery sharing the road. Thank you to Mr. Bosanac for his report.

Commissioner Asper—Thank you to Mike; he always makes us look so good. I'm so amazed at how much Florence and her group have accomplished in such a short period of time. Keep up the good work. I'm so thankful and grateful to work with the people on this Board. I couldn't be prouder to be on this Board.

Commissioner Richardville—Echo the other members.

Commissioner Hill—Excused.

Mr. Bosanac—Kudos to Florence and her team.

Chairman Brant—Pass.

XVIII. ADJOURNMENT

With no further business to discuss, Chairman Brant adjourned the meeting at 7:39 p.m.