

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
DECEMBER 7, 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, December 7, 2021. Chairman Brant called the meeting to order at 5:00 p.m.

II. ROLL CALL

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

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

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

III. PLEDGE OF ALLEGIANCE

Commissioner Hoffman led the Pledge of Allegiance.

IV. OPENING PRAYER

Chairman Brant asked for a moment of silence for Honorable William LaVoy who passed away this week.

Deputy Clerk, Lisa Sanders led the Opening Prayer.

V. APPROVAL OF *AMENDED* AGENDA

Motion by Commissioner Richardville, seconded by Commissioner Moore to approve the December 7, 2021 *amended* agenda as presented.

Voice vote taken. Motion carried.

VI. APPROVAL OF MINUTES (11/16/2021 Regular Meeting Minutes)

Motion by Commissioner Jondro, supported by Commissioner Moore to approve the minutes of the November 16, 2021 Regular Meeting as presented and waive the reading thereof.

Voice vote taken. Motion carried.

VII. PUBLIC COMMENT—None

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION

1. Presentation by Ms. Stephanie Kasprzak, Executive Director, Monroe County Opportunity Program (MCOP) of the 2020 Annual Report and an overview of MCOP's current COVID response across the county. Highlights are as follows:
 - Weatherization Assistance, Eviction diversion, Food pantries, Homeowner Education and Low income water assistance
 - Network on Homelessness-Helped Homeless who needed to quarantine by putting them up in a hotel.
 - MCOP Center was renovated
2. Presentation by Mr. Matt Shane, MSU Extension on the 4-H and MSUE Programs Annual Report. Highlights are as follows:
 - Programs held in Monroe County – 31
 - 280 residents received direct consultations by contacting the MSU Extension office, the garden hotline, or online from Ask Extension
 - Soil Sampling
 - 45 homeowner samples
 - 48 commercial/farm samples
 - Meeting Farm Stress Needs with Tools, Resources and Education
 - Emergency Response for Accidents Involving Livestock
 - **Developing a Livestock Emergency Response Team**
 - Obtain training in specialized techniques (animal extrication, handling, confinement and humane euthanasia) that minimize additional risk to the public and affected animals
 - Outfit and deploy an Emergency Response Trailers
 - **Livestock Emergency Response Trailer**
 - In a rollover accident, minimizing risk to the public and surviving animals requires having the right equipment ready to deploy quickly
 - Training work supported by grants; hard to get grants for equipment
 - The 2020 Monroe County Virtual Showcase and auction was the largest in the state with nearly 800 entries from over 450 participants! The virtual auction raised nearly \$240,000.
 - New 4-H staff in 2021: Jean Genaw and Claudia Paddy
3. Presentation by Mr. Ned Birkey, Spartan Agricultural Consulting, LLC on agriculture and services provided to the County of Monroe in 2021. Highlights are as follows:
 - Farm incomes are projected to be the highest since 2013. However, other prices, such as fertilizer have increased, in some cases by 130% from just one year ago.
 - Traditional “family size” farms continue to decline in number, while larger and small farms continue to increase.
 - Availability of labor and supply chain disruptions continue to hamper agriculture, particularly in the fruit, vegetable and dairy sectors

- The Port of Monroe is a tremendous resource, with more potential for shipping commodities. The Welland Canal is the biggest single bottleneck of shipping into and out of the Great Lakes.
- Lake Erie/farmers/phosphorus and algae—The algae situation continues in Lake Erie, though less noticeable in 2021 partly due to the amount of rainfall this summer.
- Solar and wind represent two alternate sources of energy. Mr. Birkey has been educating various municipalities on solar arrays, often referred to as “solar farms”.
- Food Quality and Food Safety is an area that he educates farmers on with Pesticide Training and Review classes.

IX. FINANCE MATTERS

1. Approval of the 12/08/2021 Accounts Payable Current Claims Report in the amount of \$552,906.34.

Motion by Commissioner Hoffman, supported by Commissioner Asper to accept the 12/08/2021 Accounts Payable Current Claims Report for \$552,906.34.

Roll call by Clerk as follows:

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

Motion carried.

X. CONSENT AGENDA

1. Approval of Non-Claims
 - a. Check Register dated 11/19/2021 in the amount of \$185,365.59
 - b. Check Register dated 11/24/2021 in the amount of \$496,241.31
 - c. Check Register dated 12/03/2021 in the amount of \$305,002.70

Motion by Commissioner Jondro, supported by Commissioner Hill to approve the Non-Claims for the dates and amounts as presented.

Roll call by Clerk as follows:

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

Randy Richardville				
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Motion carried.

2. Chairman Richardville Chairman, Operations Committee reported on the 12/07/2021 Operations Committee Meeting held at 4:00 p.m. The following items were discussed and approved unanimously by the Operations Committee for recommendation to the full Board.
 - A. Letter dated December 1, 2021, from Hon. Jack Vitale, Chief Judge, 1st District Court requesting approval for the 1st District Court Reorganization plan.
 - B. Letter dated December 3, 2021 from Ms. Donna Kuti, Director, Central Dispatch requesting approval for a Quality Improvement Coordinator position at Central Dispatch.
 - C. Letter dated December 2, 2021 from Mr. Michael Bosanac, Administrator/Chief Financial Officer submitting the following updated policy for consideration and approval.
 - a. Policy #205 Freedom of Information Act (FOIA) Procedures & Guidelines (Replaces policy 204.1)

Chairman Richardville asked Mr. Michael Bosanac to explain the requests in more detail and answer questions from Commissioners.

Motion by Commissioner Lievens, supported by Commissioner Hoffman to approve the recommendation from the Operations Committee.

Roll call by Clerk as follows:

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

Motion carried.

XI. COMMUNICATIONS

Board Action:

1. Letter dated November 16, 2021 from Ms. Kim Comerzan, Monroe County Health Officer, Monroe County Health Department, requesting approval to apply for and accept the Medical Marihuana and Oversight Grant from the Department of Licensing and Regulatory Affairs (LARA) in the amount of \$47,516. No matching funds are required for this grant.

Chairman Brant read the request into the record.

Motion by Commissioner Moore, supported by Commissioner Asper to accept the communication, place it on file and approve the request to apply for and accept the Medical Marihuana and Oversight Grant from the Department of Licensing and Regulatory Affairs (LARA) in the amount of \$47,516.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated December 2, 2021 from Mr. John Conlin, Director, Emergency Management Division, requesting approval to accept the FY2021 Emergency Management Performance Grant (EMPG) between the Michigan State Police Emergency Management, Homeland Security Division and the County, in the amount of \$35,657 which provides funding towards the salary and fringe benefits of the Monroe County Emergency Management Director for the period 10/1/2020 to 9/30/2021 with the balance of costs included in the EMD 2020 and 2021 budgets.

Chairman Brant introduced Mr. Conlin as the new Director of the Emergency Management Division. Mr. Conlin addressed the Board and gave a brief history of his background prior to this position.

Chairman Brant read the request into the record.

Motion by Commissioner Moore, supported by Commissioner Swartout to accept the communication, place it on file and approve the request to accept the FY2021 Emergency Management Performance Grant (EMPG) between the Michigan State Police Emergency Management, Homeland Security Division and the Monroe County Emergency Management Division, in the amount of \$35,657.

Roll call by Clerk as follows:

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

Motion carried

3. Letter dated December 2, 2021 from Mr. John Conlin, Director, Emergency Management Division, requesting approval to apply and accept the FY2021 Emergency Management Performance Grant American Rescue Plan Act (EMPG ARPA) in the amount of \$18,584 to reimburse costs of the salary, overtime and associated fringe benefits for the position of the Monroe County Emergency Management Director. There is no matching funds as this is a reimbursement of eligible expenditures under the EMPG ARPA.

Chairman Brant read the request into the record.

Motion by Commissioner Asper, supported by Commissioner Hoffman to accept the communication, place it on file and approve the request to apply and accept the FY2021 Emergency Management Performance Grant American Rescue Plan Act (EMPG ARPA) in the amount of \$18,584 to reimburse eligible costs of the salary, overtime and associated fringe benefits for the position of the Monroe County Emergency Management Director.

Roll call by Clerk as follows:

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

Motion carried.

4. Letter dated December 2, 2021 from Mr. John Conlin, Director, Emergency Management Division, requesting approval the accept the federal grant through the Department of Homeland Security's Urban Area Security Initiative (UASI) Fiscal Year 2020 in the amount of \$243,483 with no matching funds from the county and authorize staff to execute the UASI 2020 Inter-Local agreement between Monroe County and Macomb County.

Chairman Brant read the request into the record.

Motion by Commissioner Moore, supported by Commissioner Hill to accept the communication, place it on file and approve the request to accept the federal grant through the Department of Homeland Security's Urban Area Security Initiative (UASI) for Fiscal Year 2020 in the amount of \$243,483 and authorize staff to execute the UASI 2020 Inter-Local agreement between Monroe County and Macomb County.

Roll call by Clerk as follows:

Motion carried.

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

- Letter dated November 29, 2021 from Mr. Jesse Stanford, County Treasurer, regarding the County Treasurer bond for 2022.

Chairman Brant read the communication into the record.

Motion by Commissioner Moore, supported by Commissioner Lievens to accept the communication and place on file the letter from County Treasurer regarding County Treasurer Bond for 2022.

Voice vote taken. Motion carried.

- Letter dated November 29, 2021 from Mr. Jeff McBee, Director, Community Planning and Engagement Department requesting that Drain Commissioner, David Thompson, be appointed to fill this position and County Planner, Ryan Simmons, be appointed to serve as alternate on the Toledo Metropolitan Area Council of Governments (TMACOG) Water Quality Council.

Chairman Brant read the request into the record.

Motion by Commissioner Asper, supported by Commissioner Moore to accept the communication, place it on file and approve the request for Drain Commissioner, David Thompson, be appointed to fill this position and County Planner, Ryan Simmons, be appointed to serve as alternate on the Toledo Metropolitan Area Council of Governments (TMACOG) Water Quality Council.

Voice vote taken. Motion carried.

Motion carried.

At 5:54 p.m. Chairman Brant called for a recess until 6:00 p.m.

XII. PUBLIC HEARINGS—

- Recommended 2022-2023 County of Monroe Annual Line Item Budget Resolution.

Click [here](#) for 2022 Budget Hearing Presentation which is posted on the County website.

Click [here](#) for the 2022-2023 Recommended Annual Line Item Budget which is posted on the County website.

Mr. Michael Bosanac presented a final update on the Recommended 2022-2023 County of Monroe Annual Line Item Budget:

- Compliance with P.A. 2 has been met
- Budget Resolution is the 2022 General Appropriations Act of the County
- Adopting Resolution establishes 2022 Appropriations
 - By cost center and by fund
 - Gives legal effect of the expenditure of public funds
 - Last step in the budget process/development
 - Pages R-2 through R-17 serve as the executive summary of the budget
- Recommended budget:

	<u>2022</u>
Revenues:	\$50,237,148
Expenditures	<u>\$50,407,550</u>
	=\$170,402

Revenues are out of balance with expenditures by \$170,402. Difference or shortfall in revenues to be covered with fund balance carry forward from General Fund available balance.

- **2022 Budget-What to Focus On**
 - 218 line items of revenue-need to hit our estimates
 - Focus on economic development-move past property tax appeals and look for community partnerships
 - Wage and Total Compensation Implementation-Year 2
 - Continue investments in capital & technology & equipment with 2021 supplemental funding + 2022 funding
 - Inmate Dormitory Housing count concerns- ARPA cover
 - Unknowns:

Things we cannot control

☐ *It is a primary reason we hold reserves*

☐ *Plenty of unknowns with pandemic & far reaching impacts*

- Complacency-Continue focusing on operational & organization improvements/efficiencies/customer service
- Board's goals to accomplish

- **2023 Budget Projection:**

	<u>2023</u>
○ Revenues:	\$51,208,915
○ Expenditures:	<u>\$52,306,109</u>
	(\$1,097,194) Shortfall

- Projected shortfall. Long way from developing 2023 budget and a lot will change; very preliminary

- **Looking Back-How Did We Get Here?**

Key Paths:

- Culture of Fiscal Discipline embedded throughout Organization:
 - Consistently under spend Board's appropriation
- Debt Free No General Fund Obligation (IT installment loan \$0 interest cost thru 2023)

- Small amount of reserves to balance budget (ends a run of 3 consecutive budgets-no use of reserves)
- Eleven (11) consecutive years operating surpluses help build strong reserves.
- Tone, direction and support from Board in re-organizations, financial oversight, focus on goals is key
- AA Bond Rating

Chairman Brant opened the Public Hearing at 6:20 p.m.

No Public Comments were made and the Clerk had not received any emails or other correspondence with regard to the Recommended 2022-2023 County of Monroe Annual Line Item Budget. Yes the Budget has been available for review per the Public Hearing Notice.

Chairman Brant closed the Public Hearing at 6:21 p.m.

Chairman Brant asked if there were any comments from the Commissioners and they are as follows:

Commissioner Lievens: I anticipate all my colleagues will give strong accolades to our staff. One thing I'd like to point out having been the longest serving County Commissioner, is truly the remarkable accomplishment of our staff. When you look at page R-6 of our budget, the annual budget expenditures going back to 2007, peaked in 2008 at approximately \$53.5 million. Now we are approaching 15 years later, a decade and ½ later now just cresting \$50 million. So we have a staff that continues to serve all of the needs with a particular focus in public safety still using less dollars than Commissioners 15 years ago were spending. So that's an incredible hats off. A final, wouldn't be complete without a tongue in cheek comment from me that I am just happy that Washington D.C. does not steal away our CFO. They could benefit with an individual and a staff that can do a consecutive balanced budget with a surplus year after year. I think we could be a model for the one's higher up to look to. Thank you.

Commissioner Moore: Well he knows basic math so he's got that up on D.C. as well. He (Commissioner Lievens) stole my thunder. I was just going to mention that the most amazing stat to me is that we're working (illegible) million dollars down 15/16 years later and I say this every year that we do more with less and I would challenge you to find another county that does more with less than what we do. So thanks to Mike and all his staff.

Commissioner Swartout: It's hard to add to what these guys just said but I guess my comment would be, kudos to everybody, you doing such a fine job and when you consider the inflation over the last 12 years those numbers mean a lot more. Thanks.

Commissioner Hill: No comment

Commissioner Jondro: I echo all those comments and everyone, employees, Board and everyone work together to accomplish this and that's a lot to say and we did it smoothly.

Commissioner Asper: I would say they work smarter. That's their answer is that they just work smarter and they look ahead. They aren't always playing catchup and I just really appreciate the vision of improving IT. We see this all over the country, all this ransomware and all the stuff that's going on and I just see that there's always that look ahead and that preparation not just waiting for a problem to happen. I just really want to thank the whole staff because they really do a great job

Commissioner Hoffman: I just want to say fellow colleagues have done a great job, say it again, but it's all about the team work and that's what we do. We have a lot of team work here in this building and it goes out to all of our departments. Thank you to all.

Commissioner Richardville: On behalf of Commissioner Hill and me, I just want to note the significant improvement in the last 12 months; I'm just kidding. I spent a lot of years in State government and I've seen a lot of governments represented and worked with them and I haven't seen one that runs as efficiently as the one in Monroe County. I think you all should be proud and thankful that we have the kind of people in Monroe County that we do. I'm really happy to be a part of this group and thank you all for making it easy on Commissioner Hill and I.

Motion by Commissioner Lievens, seconded by Commissioner Swartout to accept the 2022-2023 Recommended Budget and approve the Resolution to Adopt the 2022-2023 Annual Line Item Budget as the General Appropriations Act of the County of Monroe.

Roll call by Clerk as follows:

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

Motion carried.

XIII. OLD BUSINESS—

XIV. NEW BUSINESS—None

XV. PUBLIC COMMENT—

1. Erika Brodie, Frenchtown Township—Based on something she heard, she feels she was bullied and made fun of at a public meeting by one of the Commissioners. Talked

about Frank Priebe who sits next to Dr. Dave Martin. Is alarmed that people are not taking this seriously.

2. Leah Straka, (Address not given)—Based on something she heard, she is not happy that Ms. Brodie was being talked about at a public meeting. Hopes the person learns from their mistake. Thinks everyone should look at the research.

XVI. ANNOUNCEMENTS—None

XVII. MEMBERS TIME

Commissioner Asper—Appreciate everything that's been done on getting the budget prepared and so forth. I'm just very thankful for our community that people are willing to come forth and speak freely. I hope that continues and I'm just very thankful that as we go into the holiday season that we are working together.

Commissioner Jondro—Pass.

Commissioner Moore—Public thank you to Sheriff and deputies to their attentiveness to some recent school issues. I got some feedback from some of the moms and dads that had children in those schools and I just appreciate their attentiveness to that. Also to Mr. Ned Birkey, I think he was right on when he said he provides accurate information. I think the biggest issue we have with some of these energy issues is just lack of accurate information at the local level. I appreciate that there's someone out there just giving the local municipalities that information. Congratulations to Director Conlin I look forward to working with you and thank you for coming here tonight and presenting.

Commissioner Lievens—Regarding the moment of silence this evening on the passing of Judge William F. LaVoy, I was fortunate, blessed and thankful to have served under him as his last law clerk and learned so much from his mentorship in that role. I was blessed actually to work under 2 retired judges, himself, as well as Paul Braunlich. With that we should probably be pretty mindful that our own CFO isn't going to be here forever, not wishing him the end of his days but hopefully that he's working on mentorship of his successor because we've been more than blessed. We've all mentioned about our wonderful seamless budgets and we need to make sure we have another CFO in the wings in ultimate day when Mr. Bosanac leaves to ensure that we continue to run as financially sound as we do.

Commissioner Hoffman—Everybody did good presentations tonight. We got the budget on a good roll. Thank you Michael and your staff. Thanks to the new member of Emergency Management. I'm already missing the last guy but I know you are going to fill his boots well. And Donna, congratulations with what we've got going on out there.

Commissioner Hill—Thank you to Mike and his staff for all the work that into the budget together and to our three presenters tonight.

Commissioner Swartout—Great job by all the staff and great presentations. Again, I'd like to welcome the Emergency Management Director Conlin.

Commissioner Richardville—We’ve missed Judge LaVoy for some time now. He’s battled very tough and hasn’t been seen much. I miss Carolyn, I miss seeing Bill around too and my heart goes out to their family.

Mr. Bosanac—Pass

Commissioner Asper added that Judge LaVoy swore in her husband when he became an attorney here and he was just really awesome.

Chairman Brant—Pass

XVIII. ADJOURNMENT

With no further business to discuss, Chairman Brant adjourned the meeting at 6:37 p.m.