

AGENDA
MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, JANUARY 18, 2022 – 6:00 P.M.
125 EAST SECOND STREET
MONROE, MI 48161
(734) 240-7003

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
Led by Commissioner Lievens
- IV. OPENING PRAYER
- V. APPROVAL OF AGENDA
- VI. APPROVAL OF MINUTES (01/04/2022 Organizational Meeting)
- VII. PUBLIC COMMENT
- VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION
- IX. FINANCE MATTERS
 - 1. Approval of the 01/19/2022 Accounts Payable Current Claims Report in the amount of \$496,168.20
 - 2. Letter dated January 18, 2022 from Ms. Aundrea Armstrong, Acting Administrator/Chief Financial Officer submitting the recommended Budget Calendar for development of the 2023-2024 County of Monroe Annual Line Item Budget.
- X. CONSENT AGENDA
 - 1. Approval of Non-Claims
 - a. Check Register dated 01/07/2022 in the amount of \$5,202,012.28
 - b. Check Register dated 01/14/2022 in the amount of \$470,043.52
- XI. COMMUNICATIONS
Board Action:
 - 1. Letter dated January 10, 2022 from Mr. Michael Woolford, Equalization Director submitting the 2021 Monroe County Equalization Study.

Click [here](#) for the summary of the 2021 Equalization Study.

Click [here](#) for complete 2021 Equalization Study.

2. Letter dated January 12, 2022 from Mr. Brian Egen, Chairman, Monroe County Museum System Board of Trustees and Mr. Andrew Clark, Director, Monroe County Museum, requesting approval of the Monroe County Museum System's Bylaws and Ordinance which were adopted by the Monroe County Museum System Board of Trustees on March 24, 2021.
3. Letter dated January 12, 2022 from Mr. Mark Brant, Chairman, Board of Commissioners providing the 2022 Board of Commissioners Committee appointments.

XII. PUBLIC HEARINGS—None

XIII. OLD BUSINESS

1. Revisions and updates to the Monroe County Board of Commissioners By-Laws and Rules of Procedure.

XIV. NEW BUSINESS

XV. PUBLIC COMMENT

XVI. ANNOUNCEMENTS

XVII. MEMBERS TIME

XVIII. ADJOURNMENT

MONROE COUNTY BOARD OF COMMISSIONERS
ORGANIZATIONAL MEETING MINUTES
JANUARY 4, 2022

I. CALL TO ORDER

The Monroe County Board of Commissioners held an Organizational Meeting in the City of Monroe on Tuesday, January 4, 2022. Monroe County Clerk, Annamarie Osment, 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 (Excused)
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

County Clerk, Annamarie Osment led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Lisa Sanders led the Opening Prayer

V. ELECTION OF BOARD OF COMMISSIONERS CHAIRPERSON AND VICE-CHAIRPERSON

A. Election of Chairperson:

Clerk Annamarie Osment opened the floor for nominations for Chairperson.

Commissioner Richardville nominated Commissioner Brant for Chairman of the Monroe County Board of Commissioners.

No other nominations were offered. Clerk Annamarie Osment closed the nominations for Chairperson.

Motion by Commissioner Richardville, supported by Commissioner Lievens to elect Commissioner Mark Brant as Chairman of the Monroe County Board of Commissioners.

Roll call vote by Deputy 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 and Chairman Brant presided over the meeting from this point forward.

B. Election of Vice-Chairperson:

Chairman Brant asked for nominations for Vice-Chairperson.

Commissioner Lievens nominated Commissioner Richardville for Vice-Chairman of the Monroe County Board of Commissioners.

No further nominations were offered. Chairman Brant closed the nominations for Vice-Chairman.

Motion by Commissioner Hoffman, supported by Commissioner Swartout to elect Commissioner Randy Richardville as Vice-Chairman of the Monroe County Board of Commissioners.

Roll call by Deputy 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.

VI. APPROVAL OF AGENDA

Motion by Commissioner Jondro, supported by Commissioner Lievens to approve the January 4, 2022 Organizational Agenda as presented.

Voice vote taken. Motion carried.

VII. APPROVAL OF MINUTES (12/29/2021 Regular Meeting)

Motion by Commissioner Moore, supported by Commissioner Hoffman to approve the minutes as presented for the December 29, 2021 Regular Meeting and waive the reading thereof.

Voice vote taken. Motion carried.

VIII. NEW BUSINESS

A. Payment of Accounts Payable Current Claim Report

1. Payment of the 01/05/2022 Accounts Payable Current Claim Report in the amount of \$432,416.80.

Motion by Commissioner Lievens, supported by Commissioner Hoffman to approve the Accounts Payable Current Claims payment report as presented on the agenda for the date and amount listed.

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. Payment of Non-Claims
 - a. Check Register dated 12/30/2021 in the amount of \$234,140.50

Motion by Commissioner Jondro, supported by Commissioner Asper to approve the non-claims payments as presented on the agenda for the dates and amounts listed.

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.

B. Establish Date to Submit Proposed Changes to the Bylaws

Chairman Brant commented that a fairly major overhaul of the Bylaws were done just last year and there probably isn't a need for any additional updates at this time. Any suggested changes, should be given to him as soon as possible so we can move through the process sooner rather than later. This will be an agenda item for the January 18, 2022 meeting.

Motion by Commissioner Swartout, supported by Commissioner Richardville to establish the second meeting in January (01/18/2022) to provide any suggested amendments to the Board's Bylaws to Legal Counsel.

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.

C. Board Action:

1. Letter dated December 22, 2021 from Mr. Chris Westover, Environmental Health Director requesting approval to submit a grant application for a Scrap Tire Clean-Up Grant in the amount of \$20,000 from the Michigan Department of Environment, Great Lakes, and Energy (EGLE). There is no match requirement for this grant.

Chairman Brant read the request into the record.

Motion by Commissioner Hoffman, supported by Commissioner Lievens to accept the communication, place it on file and approve the request to submit a grant application for a Scrap Tire Clean-Up Grant in the amount of \$20,000 from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) with no matching funds required.

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.

IX. PUBLIC COMMENT—

1. Erika Brodie-Frenchtown Township—She has been waiting for an apology from the Commissioner that she believes made fun of her at a public meeting. She wants people to look into getting an EMF meter. She discussed a letter received from the school in Middle College and believes children are being segregated in school(s). She will continue to come and speak to the Board of Commissioners because she does not know where else to address her concerns. She handed out printed information to the Board.
2. Tricia (No last name given)-Monroe Township-Expressed her concerns regarding non-emergency calls that the fire department(s) get called out on. She thinks it's a problem and needs to be addressed. She does not know who to talk to for help with this issue.

X. ANNOUNCEMENTS—None

XI. MEMBERS TIME
Commissioner Swartout—Passed.

Commissioner Asper—I wish everyone a wonderful new year. I would encourage you to be courageous and not listen to a lot of fear. I think we're going to do a great job this year in the County. Talk to us after the meeting about that firefighter thing. We don't answer up here but we have something already in the works.

Commissioner Jondro—Congrats to the Chair and Vice-Chair again and I'm looking forward to another good year of accomplishments.

Commissioner Lievens—I'd like to congratulate you (Chairman Brant) and the Vice-Chair. We had effective leadership last year and I look forward to more of the same this year. I do think though that we possibly missed a fun opportunity where we could have appointed Sharon to leadership in her absence and given her a big surprise when she returned. I do think if there is some resource for triaging 9-1-1 calls that it should be explored. I don't know what that looks like but it's certainly something to look at because we do have so many volunteer fire departments in this County already struggling. What they put these volunteers through just to serve is tremendous. It's not the 6 hour class that it was in the 1970's anymore; it's the full deal. If there's anything we can do to give those tools where they are better utilized and serving the public efficiently as well, that would be awesome. Finally, applause to our Health Department on getting this grant for the used tires. When I was a kid ditches were full of used tires. There's really no excuse for our drains and ditches to be filled with used tires when you can take it to a proper disposal site.

Commissioner Moore—Congratulations to Commissioner Richardville on his Vice-Chairmanship and to Commissioner Brant on his Chairmanship. I look forward to working with you in leadership for the next year. Hopefully it will be fruitful. I echo the concerns of Commissioner Lievens regarding firefighters. I just spent 4 days at my property up north with a firefighter from Lucas County and he was telling me of some of the calls they go on (that are non-emergency). If it's happening in Lucas County, it's probably happening across Monroe County. If there's some way we can streamline that even though I know it's not really our purview. If there's some way we can talk to someone that would be good.

Commissioner Hoffman—Congratulations to you both (Chairman & Vice-Chairman). You must be doing a good job. I want to comment on the firefighter issue. I was on the Frenchtown Twp. Fire Department years back and was on a fire call the other night to provide big equipment. It turned out to be an eight alarm fire which was discussed in more detail. Each call that a firefighter goes out on is more money for them. At some point I think there will be a centralized fire department in the county with all full-time firefighters. I see it in other states and other cities. Go to the Fire Association meetings which have public comment time too. Maybe it's something to bring up at the 9-1-1 Board also.

Commissioner Richardville—Thank you everyone for your support. It's been a learning experience for me. You all are the definition of what a public servant should be. We are public servants who work hard and come prepared and I'm proud to serve with you. Thank you for electing me to the Vice-Chairmanship.

Ms. Aundrea Armstrong, Acting Administrator—Congratulations to both the Chairman and Vice-Chairman. We accomplished a lot in 2021 even with the challenges that we had with Covid. We were hoping Covid would be gone but it's here in 2022, but I know we can accomplish a lot in 2022. I look forward to working with everyone.

Commissioner Hill—Excused.

Commissioner Brant—Thank you to everyone for their confidence in my leadership style. With Vice-Chairman Richardville's help it was a very smooth and productive year. I hope that we don't have any obstacles that take that away from us in 2022. I'll be making Committee assignments as I did last year. They'll probably

generally be what they were last year. I don't think there were any glitches or problems. If you have a concern with a committee that you are on, let me know. I will probably have the Committee assignments at the next meeting. If anyone has anything they would like to see changed in the Bylaws, get those to me and/or Tom as soon as possible so that we can have that turned around by the next meeting.

XII. ADJOURNMENT—Chairman Brant adjourned the meeting at 6:32 p.m. with no further business to conduct.

[RAP205]

PAGE 1
OFFICE: 001

OPTIMUM PAYMENTS SUMMARY

RUN: 004957 PAYMENT DATE: 01/19/22 PAY-THROUGH DATE: 01/11/22
Vendor Name Amount Count

000000010042	8X8 INC	1553.73	1
000000010335	ACCESS & ALARM INC	522.25	1
000000010345	FIRST ADVANTAGE BACKGROUND SER	418.29	1
000000011040	ALTURA COMMUNICATION SOLUTIONS	46175.28	3
000000012816	RED AUSTIN'S FUNERAL COACH SER	2100.00	1
000000020004	B & L OFFICE MACHINES	80.00	1
000000020070	BOB BARKER COMPANY, INC.	654.43	3
000000020072	BAKER'S GAS & WELDING SUPPLIES	306.77	5
000000020150	BARTOLO SURVEYING LLC	1112.00	1
000000020180	BATTERY WHOLESALE	79.78	1
000000020405	BEDFORD TOWNSHIP SEWER O & M	180.00	1
000000020600	RELX INC. DBA LEXIS NEXIS	375.00	1
000000020877	BIZSTREAM	1680.00	1
000000030080	CALIBRE PRESS, INC.	179.00	1
000000030310	CAPITAL TIRE INC	2398.30	1
000000030357	CARRIAGE CLEANERS	347.62	2
000000030451	CATHOLIC CHARITIES OF SOUTHEAS	920.00	1
000000031162	COMMUNITY MENTAL HEALTH PARTNE	37758.93	1
000000031179	COMPASSIONATE COMPANIONS, INC.	19792.00	1
000000031823	CASA	9959.76	1
000000031830	COUNTY AGENCY ADMINISTRATIVE	2125.00	1
000000031846	COVERTTRACK GROUP, INC	615.00	1
000000041760	DLT SOLUTIONS, LLC	1176.00	1
000000050429	GENERATORS PLUS COMPANY	100.00	1
000000060695	FORESTRY SUPPLIERS, INC.	68.55	1
000000060698	FORENSIC FLUIDS LABORATORIES,	250.00	1
000000060790	FRAME'S PEST CONTROL, INC.	127.00	2
000000061065	FRIENDLY FORD INC	1529.69	2
000000070009	GALL'S INC.	1286.40	6
000000070200	GENERAL LINEN/UNIFORM SERVICE	30.00	2
000000070261	GERWECK NISSAN	4148.83	6
000000070595	GRAND BLANC PRINTING, INC.	700.78	1
000000070920	GROULX AUTOMOTIVE, INC.	111.14	2
000000070954	GUARDIAN RFID	212.00	1
000000080001	HABITEC SECURITY	162.24	1
000000080350	HERKIMER RADIO SERVICE	247.50	3
000000080904	HOUSE ARREST SERVICES, INC.	967.45	3
000000080922	HR STAFFING TEAM, LLC	1275.20	1
000000080924	HUMANE OHIO	198.00	1
000000080980	THE HUNTINGTON NATIONAL BANK	64.94	1
000000090199	ICLE	138.50	1
000000090487	INTERNATIONAL HOMICIDE INVESTI	390.00	1
000000110170	KELLEY & SONS TRAILERS	471.50	1
000000120555	LEADSONLINE LLC	4869.84	1
000000120690	LERMA, INC C/O BRENDA MILLER-G	60.00	1
000000120986	LOWE'S COMPANIES INC	43.57	2
000000121003	LOWERY CORP	1472.00	1
000000130218	MARKS PLUMBING PARTS	413.34	1
000000130307	MASSERANT'S FEED & GRAIN INC	45.43	1

[RAP205]

PAGE 2
OFFICE: 001

OPTIMUM PAYMENTS SUMMARY

RUN: 004957 PAYMENT DATE: 01/19/22 PAY-THROUGH DATE: 01/11/22

Vendor Name Amount Count

000000130700	MELLOCRAFT	1739.74	3
000000131044	MI ASSOC OF LOCAL ENVIRON HLTH	50.00	2
000000131045	MICHIGAN ASSO.CHIEFS OF POLICE	330.00	1
000000131050	MICHIGAN ASSOC. OF COUNTIES	18110.49	1
000000131053	MACDC - TREASURER	450.00	1
000000131055	MI ASSN EQUALIZATION DIRECTORS	100.00	1
000000131059	MICH ASSN FOR FAMILY CT ADM	150.00	2
000000131376	MICHIGAN SHERIFFS' ASSOCIATION	1375.00	2
000000131399	MICHIGAN PROBATE JUDGES ASSOC.	850.00	2
000000131788	MIDWEST VETERINARY SUPPLY, INC	236.44	2
000000132159	SYMPHONY DIAGNOSTIC SERVICES N	120.00	1
000000132169	MONROE AUTO PARTS, INC	26.21	2
000000132619	MONROE COUNTY SALVATION ARMY	4565.00	3
000000133050	MONROE INDUSTRIAL SUPPLY CO.	63.00	1
000000133600	MONROE VETERINARY CLINIC	476.40	3
000000133890	MOTOROLA SOLUTIONS, INC.	1591.51	1
000000140095	NYE UNIFORM COMPANY	360.00	2
000000140150	NATIONAL BAND & TAG CO.	1031.00	2
000000140390	NOEL LAWN SERVICE	5200.00	4
000000140507	NORTH SKYE LLC	180.00	1
000000160001	PAAM	12178.00	1
000000160143	PANCONI'S SERVICE CENTER	62.15	1
000000160199	THE PAWS CLINIC	563.00	1
000000160996	POINTCLICKCARE TECHNOLOGIES IN	453.30	1
000000170300	QUILL CORPORATION	0.00	2
000000180400	REFEREES ASSOC. OF MICHIGAN	35.00	1
000000181001	ROSE PEST SOLUTIONS	63.00	1
000000190405	ST. PIERRE ACE HARDWARE	19.98	1
000000190900	SCHINDLER ELEVATOR CORP.	12367.65	2
000000191250	S.E.MICH.HEALTH ASSOCIATION	30163.01	1
000000191336	SENTINEL TECHNOLOGIES INC	840.00	2
000000191600	SIEB PLUMBING & HEATING	105.00	1
000000191985	SMARTSHEET INC.	11870.87	4
000000192421	STAPLES BUSINESS ADVANTAGE	184.49	5
000000192422	STAPLES CREDIT PLAN	104.70	1
000000192788	STATE OF MICHIGAN	5961.94	1
000000192848	STERICYCLE	164.63	2
000000192892	STEVENS DISPOSAL	2734.60	2
000000200455	THOMSON REUTERS	389.95	1
000000200475	TIGER QUILL IMAGES, LLC	1540.00	1
000000201525	TRANSUNION RISK & ALTERNATIVE	75.00	1
000000201556	TRI-STAR ROOFING & SHEET METAL	961.42	1
000000201750	TNVC, INC	18.00	1
000000210260	U.S. FOODSERVICE INC	1440.60	1
0000002229901	WADE TRIM ASSOCIATES INC	3197.66	1
000000230401	THOMSON REUTERS	3237.81	4
000000230868	WORLDWIDE INTERPRETERS INC	185.00	1
000000230887	WYANDOTTE ALARM	143.85	1
000000250048	YOUTH ARTS ALLIANCE	6000.00	1

[RAP205]

PAGE 3
OFFICE: 001

OPTIMUM PAYMENTS SUMMARY

RUN: 004957 PAYMENT DATE: 01/19/22 PAY-THROUGH DATE: 01/11/22

Vendor Name Amount Count

000000501333	MONROE COMM.MENTAL HEALTH AUTH	4205.85	1
000000509855	LAURA PAPENHAGEN	14.84	1
000000700690	NICOLE L. LINDSAY	136.30	1
000000710288	SCOTT WARNKE	2600.00	2
000000720125	AVERTEST, LLC	2383.65	1
000000720367	CRIMINAL JUSTICE COORDINATING	3125.00	1
000000720766	KRISTY HENRY	3905.00	2
000000720784	JB SEAL COATING LLC	1220.00	1
000000721620	M HANIF PERACHA, MD, PC	145.00	1
000000721908	SHM TOLEDO BEACH, LLC	25.99	1
000000721951	SPARTAN AGRICULTURAL CONSULTIN	2750.00	1
000000722231	US SIGNAL COMPANY, LLC	341.79	1
000000730660	TATYANA IVANOVA	20.00	1
000000750000	CHRISTOPHER ALEXANDER	1560.00	8
000000750021	JAMES BARTLETT	5655.00	22
000000750028	RONALD J BENORE, JR	4552.00	41
000000750034	THE BOORA LAW GROUP, P.L.C.	340.00	1
000000750036	ARIEL MICHELLE BERGER	2080.00	12
000000750077	RONALD BRUCE	42352.00	81
000000750089	LESLIE CARR	876.00	17
000000750098	ALEC JOHN CHABALOWSKI	2507.00	21
000000750212	JEFFREY A. DULANY	600.00	1
000000750250	PETER K. FALES	1170.00	9
000000750269	MARY GANTZOS	10296.67	44
000000750325	JOHN GONTA	10657.38	59
000000750335	DAVID GRENN	8720.00	28
000000750368	CHRISTINA D HILLS	348.00	4
000000750420	STEVEN TODD JEDINAK	4732.00	30
000000750422	BILLY R. JEFFERS	1070.00	13
000000750439	RURKA LAW, PLC	3828.00	21
000000750442	JASON KACZMAREK	672.00	9
000000750446	KERSHAW, VITITOE & JEDINAK, PL	376.00	5
000000750497	TIMOTHY LAITUR	5935.97	30
000000750507	LENNARD, GRAHAM & GOLDSMITH	7945.00	2
000000750591	TINA MARIE MULLINS	144.00	2
000000750645	BRETT C PERELMAN	4547.50	12
000000750703	JESSICA M. PALADINO	18913.00	47
000000750714	THOMAS RICHARD RUDDY	4886.00	38
000000750724	MICHAEL A. ROTH	20718.15	58
000000750742	ISAAC ANTHONY SKAGGS	3894.00	32
000000750749	MICHAEL A SMITH	6914.67	31
000000750759	MICHAEL D STAAKE	120.00	2
000000750819	H. MATTHEW VITITOE	425.00	1
000000750835	LINO ALESSANDRO TAORMINA	418.00	4
000000750836	JAMES C. THOMAS, P.C.	1076.46	1
000000821188	LAURA BRAYMAN	54.03	1
000000821767	JASON CHILDRESS	37.58	1
000000822396	BONNIE DEAN	34.72	1
000000822630	CAROLEE GOODNOUGH	31.08	1

[RAP205]

PAGE 4
OFFICE: 001

OPTIMUM PAYMENTS SUMMARY

RUN: 004957 PAYMENT DATE: 01/19/22 PAY-THROUGH DATE: 01/11/22

Vendor	Name	Amount	Count
000000822673	JEFFREY DUSSEAU	211.74	1
000000823835	JOSEPH HAMMOND	22.00	1
000000823935	MARJORY POPE	12.32	1
000000824055	MELISSA HENDERSON	21.20	1
000000824275	DONNA HUDKINS	87.92	1
000000824300	ERICA HUERTA	33.66	1
000000824992	SAM KOWALSKI	28.00	1
000000825381	KRISTI LIECHTY	84.00	1
000000825509	LYNDSEY LOWDEN	34.72	1
000000825638	BROOKE FENDER	59.92	1
000000826492	LAURA PAPENHAGEN	47.71	1
000000826502	ALEX PARRISH	117.60	1
000000826625	JACOB PERRY	211.12	1
000000826919	DAWN RAFKO	53.76	1
000000827102	BRIAN A ROCHOWAIK	141.12	1
000000827169	BRANDON ROOF	240.00	2
000000827455	KAREN ANN SIMMONS	64.40	1
000000827645	MELINDA STADLER	59.32	1
000000828716	MICHAEL WOOLFORD	312.40	1
000000902121	BUCK & KNOBBY EQUIP CO INC	288.00	1
000000902213	CARTER LUMBER	242.09	1
000000903006	KUHLMAN CORP.	2521.72	3
000000903135	LOWE'S COMPANIES, INC.	76.32	1
000000903151	M50 TRUCK TRACTOR & AUTO INC	39.74	1
000000903181	MENARDS	319.93	2
000000903213	STONECO, INC.	405.54	1
000000903239	MONROE COUNTY ENTERPRISE FUND	8332.38	3
000000903829	SPICER GROUP	780.50	1
**** TOTALS:		496168.20	897



MONROE COUNTY

FINANCE DEPARTMENT

125 East Second Street · Monroe, Michigan 48161-2197

Telephone: (734) 240-7250 · Fax (734) 240-7266

January 18, 2022

Mr. Mark Brant, Chairman
Monroe County Board of Commissioners
125 East Second Street
Monroe, MI. 48161

Re: Recommended 2023-2024 Budget Calendar

Dear Chairman Brant and Members of the Board:

Attached for your review and approval is the recommended Budget Calendar for development of the 2023-2024 County of Monroe Annual Line Item Budget. As you recall, the 2023 budget is detailed with firm estimates while 2024 or the 2nd year is projected with some of the amounts described as more preliminary.

The calendar and schedule takes into account all of the statutory deadlines for the budgeting process. We have also noted the other significant dates of reports and activities that determine to a large extent the timing to complete our work on the budget. We consult with and incorporate the State of Michigan budget manual and those recommended actions in developing the budget consistent with the Uniform Budgeting and Accounting Act. We have work with our provider firms who supply rates or cost information used in the budget to make further attempts to remain on schedule. Please note, the Recommended Budget is predicated on receiving rate and benefit information and we cannot complete the budget until we receive, analyze and incorporate the aforementioned rates and data into the budget.

Based on our past experience, the budget calendar is very similar to the prior year's calendar. This should allow the Board of Commissioners to be in a position to complete the annual budget within the schedule presented and certainly within the statutory deadline. We believe a common goal shared with the Board is to adopt the budget as soon as possible and this can be accomplished working cooperatively with all of the budget participants. The last few years demonstrated the value of this shared goal.

If you have any questions or desire any further information with respect to the budget calendar, please contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read "Aundrea Armstrong".

Aundrea Armstrong
Administrator/Chief Financial Officer
Enclosure



COUNTY OF MONROE
2023-2024 BUDGET CALENDAR

2022 DATE	BUDGET ACTION ITEM
January 18	Proposed 2023-2024 Budget Calendar is submitted to Board of Commissioners for consideration and acceptance.
March 15	911 District Authority Board provides to Administrator/CFO recommendation on the 911 surcharge for ensuing year.
May 3	Administrator/CFO provides recommendation to Board of Commissioners to establish 911 surcharge rate; (May not to exceed \$2.00 per line per month).
May 17	Board of Commissioners Establishes Operating Millage.
June 21	Draft of Budget Guidelines for 2023 Budget presented to Board of Commissioners including preliminary budget outline for 2024.
June 22	Administrator/CFO transmits Budget communication to all elected officials and department heads to begin preparation of 2023 budget by drafting, as may be required, any goals, objectives, program review, prioritization of services, staffing needs and contingency plans for possible program/staffing funding changes.
July 5	Budget worksheets are distributed to all departments, offices and courts with operational expenses/amended budget amounts as of the May 31, 2022 preliminary financials. 2021 audited financial statements available for expenditure and trend analysis for budget development. Departments are required to develop requests for operating expenses and revenue sections of respective budgets.
July 18	Equalization Director and Treasurer present updated 2022 property tax revenue projections to Administrator/CFO.
August 22	Annual Actuarial Valuation of Monroe County Employee's Retirement System Plan transmitted to Board of Commissioners following presentation to MCERS.
July 25	All departments, offices and court budget worksheets are due in Finance Office including accompanying requests for Capital Outlay funding, excluding CIP project funding.
August 1	Draft of 30 th Annual Actuarial Valuation of Monroe County Retiree Health Plan due from actuary.

2022 DATE	BUDGET ACTION ITEM
August 8-12	Revised budget worksheets returned to departments with updated employee information including available provider rates, wage and fringe expenses.
September 6	Administrator/CFO transmits preliminary budget to Board of Commissioners including summary of any necessary action steps to proceed with development of Recommended Budget.
Sept. 1-30	Administrator/CFO meets with respective courts, offices and departments to review and finalize budget requests that will form basis for the 2023 Recommended Annual Budget.
October 4	Administrator/CFO presents first revised preliminary budget to Board of Commissioners. Agreement is formed as basis for final budgeting measures to be included in Recommended Budget and date established for Public Hearing on 2023-2024 Budget.
October 20	Board of Commissioners approves Annual Apportionment Report. Date is held for alternative agenda to present first revised preliminary budget.
October 20	Follow-up (2 nd) presentation of preliminary budget including framework to resolve any remaining budget imbalance, if necessary prior to conducting Public Hearing on Recommended Budget. Optional date to conduct Public Hearing on this date subject to budget being ready for adoption.
October 21	Publication is transmitted for advertisement of scheduled public hearing on 2023 budget contingent upon the budget being ready to move for adoption.
November 1	Public Hearing on 2023 Annual Line Item Budget is conducted.
November 1	Board of Commissioners Adopt 2023 Budget and projections for 2024 Budget after Public Hearing.
December 6	2 nd date should Board of Commissioners require this meeting to conduct Public Hearing for 2023 Budget.
December 6	If necessary, Board of Commissioners Adopt 2023 Budget and projections for 2024 Budget after Public Hearing.

Note: All dates are tentative and are subject to change due to timing and availability of information and actual meeting dates. All meetings are subject to the schedule and call of the Chairman of the Board of Commissioners

NON-CLAIM RUN 01/07/2022

[RAP215]

Company 01 County of Monroe

PAYMENT REGISTER -

01/06/22

PAGE 1

PARAMETERS FOR PAYMENT RUN NUMBER 004955

Company code 01
Office code 001
Discount type A
Run schedule A
Priorities 000 TO 000
Select type
Type codes
Bank code
Checks? Y
Transfers? Y
BACS? Y
Drafts? Y
Manuals? Y
Others? Y
Vendor

NON-CLAIM RUN 01/07/2022

[RAP215]	Company 01 County of Monroe				PAYMENT REGISTER - Checks			01/06/22		PAGE	2
Office 001 Main	Bank	BNK001	National City Bank		Run 004955	Payment Date 01/07/22	Pay-thru Date 01/05/22				
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number			
THE ASU GROUP	000000010200	12312021	5231340	01/05/22	7339.12 7339.12	0.00 0.00	7339.12 7339.12	000000556726			
REPUBLIC SERVICE OF	000000020010	02590032297	5231222	01/04/22	10221.50 10221.50	0.00 0.00	10221.50 10221.50	000000556727			
CHARTER COMMUNICATIO	000000030566	13408122221	5231234	01/05/22	132.95 132.95	0.00 0.00	132.95 132.95	000000556728			
COMCAST	000000031086	136648464	5231327	01/05/22	1541.00 1541.00	0.00 0.00	1541.00 1541.00	000000556729			
CONSUMERS ENERGY	000000031502	010422 010222 10001967746	5231193 5231267 5231330	01/04/22 01/05/22 01/05/22	178.47 281.05 402.53 862.05	0.00 0.00 0.00 0.00	178.47 281.05 402.53 862.05	000000556730			
CONTINENTAL SERVICES	000000031545	RC08676	5231230	01/05/22	7535.38 7535.38	0.00 0.00	7535.38 7535.38	000000556731			
D & P CABLE INC	000000040009	10152822	5231235	01/05/22	129.90 129.90	0.00 0.00	129.90 129.90	000000556732			
DTE ENERGY	000000040603	92000480154 122221 122721 122221 12/22/21 122721 12/27/21 12/27/21	5231258 5231269 5231270 5231271 5231272 5231273 5231274 5231275	01/05/22 01/05/22 01/05/22 01/05/22 01/05/22 01/05/22 01/05/22 01/05/22	445.97 170.46 22.62 17.45 33.96 28.62 23.81 191.71 934.60	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	445.97 170.46 22.62 17.45 33.96 28.62 23.81 191.71 934.60	000000556733			
HABITEC SECURITY	000000080001	A822095	5231261	01/05/22	195.96 195.96	0.00 0.00	195.96 195.96	000000556734			
MICHIGAN GAS UTILITI	000000131350	01132022 122321 12/30/21	5231229 5231276 5231277	01/04/22 01/05/22 01/05/22	764.31 579.25 797.98 2141.54	0.00 0.00 0.00 0.00	764.31 579.25 797.98 2141.54	000000556735			
SYSCO DETROIT LLC	000000131804	458302882 458290975 458299246 458290976 458299251 458290977	5231226 5231246 5231247 5231248 5231249 5231250	01/04/22 01/05/22 01/05/22 01/05/22 01/05/22 01/05/22	1270.61 85.49 56.56 122.04 26.05 1181.56	0.00 0.00 0.00 0.00 0.00 0.00	1270.61 85.49 56.56 122.04 26.05 1181.56				

NON-CLAIM RUN 01/07/2022

[RAP215]		Company 01 County of Monroe				PAYMENT REGISTER - Checks			01/06/22		PAGE 3	
Office 001	Main	Bank	BNK001	National City Bank		Run 004955	Payment Date 01/07/22	Pay-thru Date 01/05/22				
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number				
SYSCO DETROIT LLC	000000131804	458302883	5231251	01/05/22	114.87	0.00	114.87					
		458302884	5231252	01/05/22	230.88	0.00	230.88					
		458302885	5231325	01/05/22	977.01	0.00	977.01					
					4065.07	0.00	4065.07			000000556736		
MONROE COUNTY DENTAL	000000132420	010722 554	5231279	01/05/22	43.27	0.00	43.27					
		010722 565	5231280	01/05/22	716.94	0.00	716.94					
					760.21	0.00	760.21			000000556737		
MONROE FAMILY YMCA	000000132435	010722 YMC	5231281	01/05/22	548.69	0.00	548.69			000000556738		
MONROE CO.HEALTH INS	000000132450	010722 554	5231282	01/05/22	677.99	0.00	677.99					
		010722 565M	5231283	01/05/22	11700.60	0.00	11700.60					
		010722 565V	5231284	01/05/22	80.32	0.00	80.32					
		010722 554V	5231285	01/05/22	4.77	0.00	4.77					
					12463.68	0.00	12463.68			000000556739		
MONROE COUNTY BUSINE	000000132500	JAN-MAR2022	5231257	01/05/22	7446.00	0.00	7446.00					
		JAN.MAR2022	5231263	01/05/22	22500.00	0.00	22500.00					
					29946.00	0.00	29946.00			000000556740		
MONROE WATER DEPT.	000000133650	3160010722	5231228	01/04/22	106.77	0.00	106.77					
					106.77	0.00	106.77			000000556741		
PERFECTION BAKERIES,	000000160355	2103358101	5231256	01/05/22	21.45	0.00	21.45					
					21.45	0.00	21.45			000000556742		
PRAIRIE FARMS DAIRY,	000000161170	9091246	5231227	01/04/22	46.36	0.00	46.36					
		9091245	5231254	01/05/22	119.88	0.00	119.88					
					166.24	0.00	166.24			000000556743		
GLAXOSMITHKLINE PHAR	000000192121	8253629739	5231221	01/04/22	16185.00	0.00	16185.00					
					16185.00	0.00	16185.00			000000556744		
STAPLES BUSINESS ADV	000000192421	8064680935	5231260	01/05/22	8.37	0.00	8.37					
					8.37	0.00	8.37			000000556745		
STATE OF MICHIGAN	000000192620	551-593943	5231236	01/05/22	330.00	0.00	330.00					
					330.00	0.00	330.00			000000556746		
THE HARTFORD	000000200415	82427914513	5231266	01/05/22	29159.12	0.00	29159.12					
					29159.12	0.00	29159.12			000000556747		
TRIPLE A MANAGEMENT	000000201553	649	5231296	01/05/22	8588.33	0.00	8588.33					
					8588.33	0.00	8588.33			000000556748		
U.S. BANCORP EQUIPME	000000209970	460615412	5231225	01/04/22	342.64	0.00	342.64					

NON-CLAIM RUN 01/07/2022

[RAP215]		Company 01 County of Monroe				PAYMENT REGISTER - Checks			01/06/22		PAGE 4	
Office 001	Main	Bank	BNK001	National City Bank		Run 004955	Payment Date 01/07/22	Pay-thru Date 01/05/22				
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number				
					342.64	0.00	342.64	000000556749				
UNITED PARCEL SERVIC	000000210200	EY9780521 5R74X1511	5231231	01/05/22	15.96	0.00	15.96					
			5231233	01/05/22	11.99	0.00	11.99					
					27.95	0.00	27.95	000000556750				
VERIZON WIRELESS	000000220156	122321	5231278	01/05/22	72.02 72.02	0.00 0.00	72.02 72.02	000000556751				
WEX BANK	000000230425	77281061	5231245	01/05/22	1556.41 1556.41	0.00 0.00	1556.41 1556.41	000000556752				
WEX BANK	000000230425	77318530	5231232	01/05/22	14411.74 14411.74	0.00 0.00	14411.74 14411.74	000000556753				
WEX BANK	000000230425	77341797	5231259	01/05/22	744.63 744.63	0.00 0.00	744.63 744.63	000000556754				
MONROE COUNTY	000000500002	010722 DPR 010722 MPR 010722 VPR	5231286	01/05/22	613.89	0.00	613.89					
			5231288	01/05/22	30038.73	0.00	30038.73					
			5231289	01/05/22	686.33	0.00	686.33					
					31338.95	0.00	31338.95	000000556755				
MONROE COUNTY	000000500003	010722 565 010722 554	5231290	01/05/22	93.79	0.00	93.79					
			5231291	01/05/22	3.65	0.00	3.65					
					97.44	0.00	97.44	000000556756				
MONROE CO CLERK/REG	000000500175	21-246490FH	5231219	01/04/22	50.00 50.00	0.00 0.00	50.00 50.00	000000556757				
MONROE COUNTY GENERA	000000501100	010722 554	5231292	01/05/22	32.70 32.70	0.00 0.00	32.70 32.70	000000556758				
MONROE CO.MENTAL HEA	000000501330	JAN2022	5231264	01/05/22	83150.25 83150.25	0.00 0.00	83150.25 83150.25	000000556759				
MONROE COUNTY	000000510725	010722 554	5231293	01/05/22	587.06 587.06	0.00 0.00	587.06 587.06	000000556760				
MONROE CO. EMP. RETI	000000550200	010722 PST 010722 RCO 010722 RET 010722 RTC 010722 RTD 010722 RTS	5231294	01/05/22	180.81	0.00	180.81					
			5231295	01/05/22	508.74	0.00	508.74					
			5231297	01/05/22	21836.92	0.00	21836.92					
			5231298	01/05/22	2607.99	0.00	2607.99					
			5231300	01/05/22	2056.47	0.00	2056.47					
			5231301	01/05/22	19905.78	0.00	19905.78					
					47096.71	0.00	47096.71	000000556761				
AIG VALIC	000000550207	010722 AIG	5231302	01/05/22	75.00	0.00	75.00					

[RAP215]

01/06/22

Company 01 County of Monroe

Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number
					75.00	0.00	75.00	000000556762
UNITED WAY OF MONROE	000000550215	010722 UW	5231303	01/05/22	105.00	0.00	105.00	
					105.00	0.00	105.00	000000556763
POLICE OFFICERS ASSN	000000550231	010722 U01	5231304	01/05/22	3408.52	0.00	3408.52	
		010722 U07	5231305	01/05/22	333.44	0.00	333.44	
		010722 U08	5231306	01/05/22	537.78	0.00	537.78	
		010722 U09	5231307	01/05/22	487.08	0.00	487.08	
		010722 U10	5231309	01/05/22	2190.34	0.00	2190.34	
		010722 U12	5231310	01/05/22	515.06	0.00	515.06	
		010722 U14	5231311	01/05/22	505.25	0.00	505.25	
		010722 U16	5231312	01/05/22	291.25	0.00	291.25	
		010722 U17	5231313	01/05/22	467.80	0.00	467.80	
		010722 U18	5231314	01/05/22	186.00	0.00	186.00	
					8922.52	0.00	8922.52	000000556764
MONROE COUNTY COMMAN	000000550241	010722 9A	5231315	01/05/22	90.00	0.00	90.00	
					90.00	0.00	90.00	000000556765
TPOAM	000000550243	010722 U03	5231316	01/05/22	162.00	0.00	162.00	
		010722 U04	5231317	01/05/22	2697.00	0.00	2697.00	
		010722 U11	5231318	01/05/22	186.00	0.00	186.00	
		010722 U13	5231319	01/05/22	124.00	0.00	124.00	
					3169.00	0.00	3169.00	000000556766
MONROE CO DEPUTY SHE	000000550244	010722 1A	5231320	01/05/22	460.00	0.00	460.00	
					460.00	0.00	460.00	000000556767
MO CO CORRECTION OFF	000000550248	010722 10A	5231321	01/05/22	428.44	0.00	428.44	
					428.44	0.00	428.44	000000556768
LOCAL 517, UTILITY W	000000550250	010722 U02	5231322	01/05/22	735.00	0.00	735.00	
					735.00	0.00	735.00	000000556769
MONROE CO CORRECTION	000000550252	010722 17A	5231323	01/05/22	106.25	0.00	106.25	
					106.25	0.00	106.25	000000556770
UAW LOCAL 723	000000550270	010722 U06	5231324	01/05/22	442.32	0.00	442.32	
					442.32	0.00	442.32	000000556771
MONROE COUNTY ASSIST	000000550274	010722 14A	5231326	01/05/22	135.00	0.00	135.00	
					135.00	0.00	135.00	000000556772
GREAT-WEST LIFE & AN	000000550280	010722 GWE	5231328	01/05/22	7562.00	0.00	7562.00	
					7562.00	0.00	7562.00	000000556773
AXA EQUITABLE	000000550285	010722 EQU	5231329	01/05/22	725.00	0.00	725.00	

NON-CLAIM RUN 01/07/2022

[RAP215] Company 01 County of Monroe PAYMENT REGISTER - Checks 01/06/22 PAGE 7

Office 001 Main Bank BNK001 National City Bank Run 004955 Payment Date 01/07/22 Pay-thru Date 01/05/22

Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number
					6.10	0.00	6.10	000000556788
STACY LYNN ADKINS	JURY NICHOLS	12/21A	5231194	01/04/22	33.20	0.00	33.20	
					33.20	0.00	33.20	000000556789
ERIK GABRIEL BARKO	JURY NICHOLS	12/21B	5231195	01/04/22	17.20	0.00	17.20	
					17.20	0.00	17.20	000000556790
KIRSTEN LAUREL COOK	JURY NICHOLS	12/21C	5231196	01/04/22	36.00	0.00	36.00	
					36.00	0.00	36.00	000000556791
MARY CATHERINE DUSSI	JURY NICHOLS	12/21D	5231197	01/04/22	15.20	0.00	15.20	
					15.20	0.00	15.20	000000556792
JOSEPH LOUIS FENDT	JURY NICHOLS	12/21E	5231198	01/04/22	34.40	0.00	34.40	
					34.40	0.00	34.40	000000556793
MATTHEW DEAN FRAZER	JURY NICHOLS	12/21F	5231199	01/04/22	16.20	0.00	16.20	
					16.20	0.00	16.20	000000556794
ASHLEY MICHELLE GAIR	JURY NICHOLS	12/21G	5231200	01/04/22	18.20	0.00	18.20	
					18.20	0.00	18.20	000000556795
LOANNA KAY GLAD	JURY NICHOLS	12/21H	5231201	01/04/22	21.00	0.00	21.00	
					21.00	0.00	21.00	000000556796
ANTHONY FRED HEHL	JURY NICHOLS	12/21I	5231202	01/04/22	19.00	0.00	19.00	
					19.00	0.00	19.00	000000556797
CARRIE ELIZABETH ISO	JURY NICHOLS	12/21J	5231203	01/04/22	18.00	0.00	18.00	
					18.00	0.00	18.00	000000556798
THERESA ANN KIDDER	JURY NICHOLS	12/21K	5231204	01/04/22	20.20	0.00	20.20	
					20.20	0.00	20.20	000000556799
ADAM LOUIS LEE	JURY NICHOLS	12/21L	5231205	01/04/22	15.20	0.00	15.20	
					15.20	0.00	15.20	000000556800
DAVID ABRAHAM LISKER	JURY NICHOLS	12/21M	5231206	01/04/22	17.20	0.00	17.20	
					17.20	0.00	17.20	000000556801
DANIELLE LYNN MANLEY	JURY NICHOLS	12/21N	5231207	01/04/22	26.20	0.00	26.20	
					26.20	0.00	26.20	000000556802
RUTH ANN MARKWOOD	JURY NICHOLS	12/21O	5231208	01/04/22	23.00	0.00	23.00	
					23.00	0.00	23.00	000000556803
DANIELLE LYNN NEEDLE	JURY NICHOLS	12/21P	5231209	01/04/22	37.60	0.00	37.60	

NON-CLAIM RUN 01/07/2022

[RAP215] Company 01 County of Monroe PAYMENT REGISTER - Checks 01/06/22 PAGE 8

Office 001 Main Bank BNK001 National City Bank Run 004955 Payment Date 01/07/22 Pay-thru Date 01/05/22

Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number
					37.60	0.00	37.60	000000556804
PAUL DEAN NUNGESTER	JURY NICHOLS	12/21Q	5231210	01/04/22	23.00	0.00	23.00	
					23.00	0.00	23.00	000000556805
JENNA LORRAINE PALME	JURY NICHOLS	12/21R	5231211	01/04/22	17.80	0.00	17.80	
					17.80	0.00	17.80	000000556806
LESTER WILLIAM PUCKE	JURY NICHOLS	12/21S	5231212	01/04/22	19.00	0.00	19.00	
					19.00	0.00	19.00	000000556807
NIKOLAS ALLEN SCHAFE	JURY NICHOLS	12/21T	5231213	01/04/22	19.40	0.00	19.40	
					19.40	0.00	19.40	000000556808
DARLENE KAY SMOCK	JURY NICHOLS	12/21U	5231214	01/04/22	30.80	0.00	30.80	
					30.80	0.00	30.80	000000556809
RICHARD KARL WERTH	JURY NICHOLS	12/21V	5231215	01/04/22	21.40	0.00	21.40	
					21.40	0.00	21.40	000000556810
ANDREA LEIGH WESTHOV	JURY NICHOLS	12/21W	5231217	01/04/22	36.80	0.00	36.80	
					36.80	0.00	36.80	000000556811
JOSEPH ROE	TREASURER	DBOR 2021	5231265	01/05/22	1085.35	0.00	1085.35	
					1085.35	0.00	1085.35	000000556812
DTE ELECTRIC COMPANY	TREASURER	FERMI	5231255	01/05/22	4831773.28	0.00	4831773.28	
					4831773.28	0.00	4831773.28	000000556813
BANK BNK001 - TOTAL					5202012.28	0.00	5202012.28	*
OFFICE 001 - TOTAL					5202012.28	0.00	5202012.28	**

NON CLAIM RUN 01/14/22

[RAP215]

Company 01 County of Monroe

PAYMENT REGISTER -

01/13/22

PAGE 1

PARAMETERS FOR PAYMENT RUN NUMBER 004960

Company code 01
Office code 001
Discount type A
Run schedule A
Priorities 000 TO 000
Select type
Type codes
Bank code
Checks? Y
Transfers? Y
BACS? Y
Drafts? Y
Manuals? Y
Others? Y
Vendor

NON CLAIM RUN 01/14/22

[RAP215]		Company 01 County of Monroe				PAYMENT REGISTER - Checks			01/13/22		PAGE 2	
Office 001	Main	Bank	BNK001	National City Bank		Run 004960	Payment Date 01/14/22	Pay-thru Date 01/12/22				
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number				
AT & T	000000010000	73424228350 01/01/22	5231422 5231430	01/11/22 01/11/22	2782.94 219.94 3002.88	0.00 0.00 0.00	2782.94 219.94 3002.88	000000556814				
AT&T MOBILITY	000000010026	X01142022	5231446	01/12/22	5064.01 5064.01	0.00 0.00	5064.01 5064.01	000000556815				
THE ASU GROUP	000000010200	MO0S005959 MO0S006209	5231465 5231466	01/12/22 01/12/22	-50.00 1845.00 1795.00	0.00 0.00 0.00	-50.00 1845.00 1795.00	000000556816				
AUTOMATIC DATA PROCE	000000012850	596183704	5231456	01/12/22	133.00 133.00	0.00 0.00	133.00 133.00	000000556817				
REPUBLIC SERVICE OF	000000020010	02590032348	5231381	01/11/22	11401.00 11401.00	0.00 0.00	11401.00 11401.00	000000556818				
CHARTER COMMUNICATIO	000000030566	01/01/22 01/01/22 1/2/22 1/1/22	5231431 5231432 5231433 5231434	01/11/22 01/11/22 01/11/22 01/11/22	124.23 127.45 289.19 214.98 755.85	0.00 0.00 0.00 0.00 0.00	124.23 127.45 289.19 214.98 755.85	000000556819				
COMCAST CABLEVISION	000000031085	BACKMAN ENT	5231447	01/12/22	436.91 436.91	0.00 0.00	436.91 436.91	000000556820				
CONSUMERS ENERGY	000000031502	20679126510 10002885500	5231437 5231469	01/12/22 01/12/22	7513.55 501.76 8015.31	0.00 0.00 0.00	7513.55 501.76 8015.31	000000556821				
CONTINENTAL SERVICES	000000031545	RC08709	5231423	01/11/22	8035.38 8035.38	0.00 0.00	8035.38 8035.38	000000556822				
DELTA DENTAL PLAN OF	000000040250	01022022	5231462	01/12/22	2358.00 2358.00	0.00 0.00	2358.00 2358.00	000000556823				
DTE ENERGY	000000040603	01/06/22 01/04/22	5231428 5231429	01/11/22 01/11/22	15.50 95.24 110.74	0.00 0.00 0.00	15.50 95.24 110.74	000000556824				
HABITEC SECURITY	000000080001	A822882	5231448	01/12/22	225.00 225.00	0.00 0.00	225.00 225.00	000000556825				
INMATE CALLING SOLUT	000000090396	079647	5231438	01/12/22	6000.24 6000.24	0.00 0.00	6000.24 6000.24	000000556826				
MCI RESIDENTIAL SERV	000000130016	1/12/22	5231445	01/12/22	14.00	0.00	14.00					

NON CLAIM RUN 01/14/22

[RAP215]		PAYMENT REGISTER - Checks				01/13/22	PAGE	3
Company 01 County of Monroe								
Office 001 Main	Bank	BNK001	National City Bank	Run 004960	Payment Date 01/14/22	Pay-thru Date 01/12/22		
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number
					14.00	0.00	14.00	000000556827
SYSCO DETROIT LLC	000000131804	458315366	5231451	01/12/22	42.15	0.00	42.15	
		458318174	5231452	01/12/22	165.88	0.00	165.88	
		458321675	5231455	01/12/22	61.74	0.00	61.74	
		458316551	5231458	01/12/22	82.58	0.00	82.58	
		458316550	5231459	01/12/22	977.59	0.00	977.59	
		458316549	5231460	01/12/22	38.01	0.00	38.01	
		458298086	5231463	01/12/22	42.15	0.00	42.15	
		458288025	5231464	01/12/22	42.15	0.00	42.15	
					1452.25	0.00	1452.25	000000556828
PERFECTION BAKERIES,	000000160355	2104007101	5231454	01/12/22	40.03	0.00	40.03	
					40.03	0.00	40.03	000000556829
PRAIRIE FARMS DAIRY,	000000161170	9006116 9097802	5231453	01/12/22	116.24	0.00	116.24	
			5231457	01/12/22	77.22	0.00	77.22	
					193.46	0.00	193.46	000000556830
STATE OF MICHIGAN	000000192705	DEC 2021	5231341	01/06/22	32216.72	0.00	32216.72	
					32216.72	0.00	32216.72	000000556831
MICHIGAN DEPARTMENT	000000192709	1/12/22	5231439	01/12/22	769.00	0.00	769.00	
					769.00	0.00	769.00	000000556832
TELNET WORLDWIDE, IN	000000200250	238493	5231450	01/12/22	2617.37	0.00	2617.37	
					2617.37	0.00	2617.37	000000556833
THE HARTFORD	000000200415	35071593396	5231467	01/12/22	366.94	0.00	366.94	
					366.94	0.00	366.94	000000556834
VERIZON WIRELESS	000000220156	9896356518	5231436	01/12/22	712.06	0.00	712.06	
					712.06	0.00	712.06	000000556835
ROSEMARIE BAUER	000000300217	17-243383FH	5231384	01/11/22	200.00	0.00	200.00	
					200.00	0.00	200.00	000000556836
DAVE & MARGARET BURT	000000300462	17-243774FH	5231385	01/11/22	115.00	0.00	115.00	
					115.00	0.00	115.00	000000556837
JOHN DECOCKER	000000300465	19-245013FH	5231386	01/11/22	180.00	0.00	180.00	
					180.00	0.00	180.00	000000556838
CJ & PATRICIA DIXON	000000300469	17-243774FH	5231387	01/11/22	115.00	0.00	115.00	
					115.00	0.00	115.00	000000556839
JODI BRANTLEY	000000300479	19-245600FH	5231388	01/11/22	50.00	0.00	50.00	

NON CLAIM RUN 01/14/22

[RAP215]		Company 01 County of Monroe				PAYMENT REGISTER - Checks		01/13/22		PAGE	4
Office 001	Main	Bank	BNK001	National City Bank	Run 004960	Payment Date 01/14/22	Pay-thru Date 01/12/22				
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number			
					50.00	0.00	50.00	000000556840			
SARAH ESSARY	000000300587	18-244672FC	5231389	01/11/22	145.00	0.00	145.00				
					145.00	0.00	145.00	000000556841			
RICHARD FAULKNER	000000300632	18-244785FH	5231390	01/11/22	50.00	0.00	50.00				
					50.00	0.00	50.00	000000556842			
CARLOS FISHER	000000300638	19-245591FH	5231391	01/11/22	40.00	0.00	40.00				
					40.00	0.00	40.00	000000556843			
JUDITH GABLE	000000300699	19-245540FH	5231392	01/11/22	360.00	0.00	360.00				
					360.00	0.00	360.00	000000556844			
JOHN GERWECK	000000300713	13-40525-FH	5231393	01/11/22	70.00	0.00	70.00				
					70.00	0.00	70.00	000000556845			
RON GEORGE	000000300724	11-39298-FH	5231394	01/11/22	20.00	0.00	20.00				
					20.00	0.00	20.00	000000556846			
BARBARA GRZYBOWSKI	000000300748	10-38669-FH	5231395	01/11/22	350.00	0.00	350.00				
					350.00	0.00	350.00	000000556847			
ANDREW HANSEN	000000300814	18-244177FH	5231396	01/11/22	20.00	0.00	20.00				
					20.00	0.00	20.00	000000556848			
MICHELLE HILEMAN	000000300871	18-244194FH	5231397	01/11/22	100.00	0.00	100.00				
					100.00	0.00	100.00	000000556849			
ADRIANNA HOWERTON-LE	000000300881	19-245259FH	5231398	01/11/22	100.00	0.00	100.00				
					100.00	0.00	100.00	000000556850			
BETH HOLLY	000000300883	14-40986-FH	5231399	01/11/22	2000.00	0.00	2000.00				
					2000.00	0.00	2000.00	000000556851			
MICHELLE JONDRO	000000300994	19-245001FH	5231400	01/11/22	100.00	0.00	100.00				
					100.00	0.00	100.00	000000556852			
TONEY JONES	000000301002	18-244321FH	5231401	01/11/22	40.00	0.00	40.00				
					40.00	0.00	40.00	000000556853			
TROY JEWELL	000000301029	04-34061-FH	5231402	01/11/22	378.16	0.00	378.16				
					378.16	0.00	378.16	000000556854			
SCOTT LIDDELL	000000301136	06-35545-FC	5231403	01/11/22	100.00	0.00	100.00				
					100.00	0.00	100.00	000000556855			
ANNIE RUIZ	000000301252	03-33202-FH	5231404	01/11/22	590.29	0.00	590.29				

NON CLAIM RUN 01/14/22

[RAP215]		Company 01 County of Monroe				PAYMENT REGISTER - Checks		01/13/22		PAGE	5
Office 001	Main	Bank	BNK001	National City Bank	Run 004960	Payment Date 01/14/22	Pay-thru Date 01/12/22				
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number			
					590.29	0.00	590.29	000000556856			
KENNETH MICKEL	000000301289	18-244212FH	5231405	01/11/22	300.00	0.00	300.00	000000556857			
					300.00	0.00	300.00				
TERRY & ELAINE MILLE	000000301296	17-243774FH	5231406	01/11/22	115.00	0.00	115.00	000000556858			
					115.00	0.00	115.00				
LANIS PILON	000000301641	17-243774FH	5231407	01/11/22	115.00	0.00	115.00	000000556859			
					115.00	0.00	115.00				
JAMES AND MELANIE RA	000000301697	19-244920FH	5231408	01/11/22	33.00	0.00	33.00	000000556860			
					33.00	0.00	33.00				
GREG STANDRIDGE	000000301867	04-33813-FC	5231409	01/11/22	150.00	0.00	150.00	000000556861			
					150.00	0.00	150.00				
KIMBERLY STUNDON	000000301926	18-244274FH	5231410	01/11/22	25.00	0.00	25.00	000000556862			
					25.00	0.00	25.00				
JOYCE & RANDALL TURN	000000302192	19-245157FH	5231412	01/11/22	125.00	0.00	125.00	000000556863			
					125.00	0.00	125.00				
MARTIN YONO	000000302519	11-38821-FH	5231413	01/11/22	200.00	0.00	200.00	000000556864			
					200.00	0.00	200.00				
CITY OF LUNA PIER TR	000000400151	DEC 2021	5231370	01/11/22	372.90	0.00	372.90	000000556865			
					372.90	0.00	372.90				
MONROE COUNTY LAW LI	000000501225	DEC 2021	5231435	01/11/22	3250.00	0.00	3250.00	000000556866			
					3250.00	0.00	3250.00				
JOSHUA DOROW	000000509820	2022 1-5	5231449	01/12/22	660.68	0.00	660.68	000000556867			
					660.68	0.00	660.68				
BEDFORD TOWNSHIP	000000510201	DEC 2021	5231371	01/11/22	1748.34	0.00	1748.34	000000556868			
					1748.34	0.00	1748.34				
ERIE TOWNSHIP	000000510204	2021 DEC	5231380	01/11/22	1926.00	0.00	1926.00	000000556869			
					1926.00	0.00	1926.00				
FRENCHTOWN TOWNSHIP	000000510206	DEC 2021	5231374	01/11/22	392.70	0.00	392.70	000000556870			
					392.70	0.00	392.70				
SUMMERFIELD TOWNSHIP	000000510213	DEC 2021	5231375	01/11/22	33.00	0.00	33.00	000000556871			
					33.00	0.00	33.00				
WHITEFORD TOWNSHIP	000000510214	DEC 2021	5231376	01/11/22	33.00	0.00	33.00				

NON CLAIM RUN 01/14/22

[RAP215]		Company 01 County of Monroe			PAYMENT REGISTER - Checks			01/13/22		PAGE 6	
Office 001	Main	Bank	BNK001	National City Bank		Run 004960	Payment Date 01/14/22	Pay-thru Date 01/12/22			
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number			
WHITEFORD TOWNSHIP	000000510214	DEC 2021	5231441	01/12/22	103.13 136.13	0.00 0.00	103.13 136.13	000000556872			
MONROE CITY	000000510302	DEC 2021	5231369	01/11/22	2454.64 2454.64	0.00 0.00	2454.64 2454.64	000000556873			
CARLETON VILLAGE	000000510400	DEC 2021	5231377	01/11/22	282.15 282.15	0.00 0.00	282.15 282.15	000000556874			
DUNDEE VILLAGE	000000510401	DEC 2021	5231378	01/11/22	3883.50 3883.50	0.00 0.00	3883.50 3883.50	000000556875			
SO. ROCKWOOD VILLAGE	000000510404	DEC 2021	5231379	01/11/22	3683.50 3683.50	0.00 0.00	3683.50 3683.50	000000556876			
HEALTHEQUITY, INC.	000000550234	JAN2022	5231461	01/12/22	23.70 23.70	0.00 0.00	23.70 23.70	000000556877			
STATE OF MICHIGAN	000000601047	DEC 2021	5231443	01/12/22	64708.03 64708.03	0.00 0.00	64708.03 64708.03	000000556878			
STATE OF MICHIGAN	000000601403	4THQRTPRE	5231442	01/12/22	4582.54 4582.54	0.00 0.00	4582.54 4582.54	000000556879			
STATE OF MICHIGAN	000000601950	DEC 2021	5231346	01/06/22	30.00 30.00	0.00 0.00	30.00 30.00	000000556880			
STATE OF MICHIGAN	000000602057	DEC 2021	5231349	01/07/22	29632.74 29632.74	0.00 0.00	29632.74 29632.74	000000556881			
KATIE CASWELL	000000821685	1/12/22	5231440	01/12/22	67.67 67.67	0.00 0.00	67.67 67.67	000000556882			
STACEY GOANS	000000823525	122021	5231471	01/12/22	38.08 38.08	0.00 0.00	38.08 38.08	000000556883			
COLLEEN HINZMANN	000000824150	01122022	5231468	01/12/22	65394.10 65394.10	0.00 0.00	65394.10 65394.10	000000556884			
SHELLY JOHNSON	000000824585	122021	5231470	01/12/22	24.81 24.81	0.00 0.00	24.81 24.81	000000556885			
CHEVRETTE GRADALL SE	000000902208	011022	5231361	01/10/22	15000.00 15000.00	0.00 0.00	15000.00 15000.00	000000556886			
DETROIT EDISON	000000902307	010622A 010622B	5231342 5231344	01/06/22 01/06/22	493.80 188.03	0.00 0.00	493.80 188.03				

NON CLAIM RUN 01/14/22

[RAP215]		PAYMENT REGISTER - Checks				01/13/22	PAGE	7
Company 01 County of Monroe								
Office 001 Main	Bank	BNK001	National City Bank	Run 004960	Payment Date 01/14/22	Pay-thru Date 01/12/22		
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number
DETROIT EDISON	000000902307	010622C	5231345	01/06/22	80.93	0.00	80.93	000000556887
		011121A	5231363	01/11/22	949.42	0.00	949.42	
		011121B	5231364	01/11/22	1155.10	0.00	1155.10	
		011122C	5231365	01/11/22	704.73	0.00	704.73	
		011122D	5231366	01/11/22	804.14	0.00	804.14	
		011122E	5231367	01/11/22	57.18	0.00	57.18	
		011122F	5231368	01/11/22	851.68	0.00	851.68	
					5285.01	0.00	5285.01	
JANSSEN BROTHERS	000000902907	1622B	5231347	01/06/22	115160.00	0.00	115160.00	000000556888
		1622A	5231348	01/06/22	42650.00	0.00	42650.00	
					157810.00	0.00	157810.00	
WEX BANK	000000904205	77349950	5231362	01/10/22	1462.79	0.00	1462.79	000000556889
					1462.79	0.00	1462.79	
JAMES NUECHTERLEIN	CLERK/REGIST	10-38473-FH	5231417	01/11/22	29.00	0.00	29.00	000000556890
					29.00	0.00	29.00	
TRACEY KORTAUS	CLERK/REGIST	15-41763-FH	5231421	01/11/22	100.00	0.00	100.00	000000556891
					100.00	0.00	100.00	
KEITH CHAPMAN	CLERK/REGIST	18-244832FH	5231418	01/11/22	125.00	0.00	125.00	000000556892
					125.00	0.00	125.00	
EDWARD PODORUK	CLERK/REGIST	20-245762FH	5231416	01/11/22	10.00	0.00	10.00	000000556893
					10.00	0.00	10.00	
DARIN SZILAGY	CLERK/REGIST	20-245924FH	5231415	01/11/22	100.00	0.00	100.00	000000556894
					100.00	0.00	100.00	
SARA JESSICA-NICOLE	CLERK/REGIST	21-246124FH	5231420	01/11/22	11.95	0.00	11.95	000000556895
					11.95	0.00	11.95	
RUSSELL STERNS	CLERK/REGIST	21-246154FH	5231419	01/11/22	80.00	0.00	80.00	000000556896
					80.00	0.00	80.00	
CHRISTINA BENVENTO	CLERK/REGIST	21-246358FH	5231414	01/11/22	100.00	0.00	100.00	000000556897
					100.00	0.00	100.00	
BRIAN & SIERRA ARNOL	TREASURER	2021 DBOR	5231358	01/07/22	1926.00	0.00	1926.00	000000556898
					1926.00	0.00	1926.00	
DANIEL & JODI GROSS	TREASURER	D-001	5231350	01/07/22	567.22	0.00	567.22	000000556899
					567.22	0.00	567.22	
DAVID & HOLLY BALDWI	TREASURER	D-005	5231356	01/07/22	2477.93	0.00	2477.93	

NON CLAIM RUN 01/14/22

[RAP215]		Company 01 County of Monroe				PAYMENT REGISTER - Checks		01/13/22	PAGE 8
Office 001	Main	Bank	BNK001	National City Bank	Run 004960	Payment Date 01/14/22	Pay-thru Date 01/12/22		
Vendor Name	Vendor Number	Invoice Number	Voucher Number	Invoice Date	Gross Amount	Deduction Amounts	Net Amount	Payment Number	
					2477.93	0.00	2477.93	000000556900	
CLIFFORD & JAMES JOH	TREASURER	D-014	5231357	01/07/22	1798.58	0.00	1798.58		
					1798.58	0.00	1798.58	000000556901	
MARLI R MINK	TREASURER	DBOR #12	5231353	01/07/22	649.29	0.00	649.29		
					649.29	0.00	649.29	000000556902	
WOODWARD FAMILY TRUS	TREASURER	DBOR #18	5231354	01/07/22	658.47	0.00	658.47		
					658.47	0.00	658.47	000000556903	
WOODLAND BCH CLUB HO	TREASURER	DBOR #25	5231355	01/07/22	2101.51	0.00	2101.51		
					2101.51	0.00	2101.51	000000556904	
JOSHUA MARK BARKER	TREASURER	DBOR #3	5231360	01/07/22	799.98	0.00	799.98		
					799.98	0.00	799.98	000000556905	
TIMOTHY & SUSAN LEUC	TREASURER	DBOR #4	5231352	01/07/22	690.71	0.00	690.71		
					690.71	0.00	690.71	000000556906	
AUSTIN WICKENHEISER	TREASURER	DBOR #6	5231351	01/07/22	2381.50	0.00	2381.50		
					2381.50	0.00	2381.50	000000556907	
GARRY BUSSELL	TREASURER	DBOR 2021	5231359	01/07/22	651.77	0.00	651.77		
					651.77	0.00	651.77	000000556908	
BANK BNK001 - TOTAL					470043.52	0.00	470043.52	*	
OFFICE 001 - TOTAL					470043.52	0.00	470043.52	**	

MICHAEL WOOLFORD
MMAO 4
DIRECTOR



Telephone: (734) 240-7235
Fax: (734) 240-7244
Toll Free: 1-888-354-5500 Ext 7235

MONROE COUNTY
EQUALIZATION DEPARTMENT
51 South Macomb Street • Monroe, Michigan 48161-2168

January 10, 2022

Dear Chairman Brant and Members of the Board of Commissioners:

The Equalization Department has timely completed the 2021 Equalization Study, which is the basis in establishing the True Cash Values of each classification for the 19 local unit 2022 Assessment Rolls. The Study is the culmination of the department's work throughout the year and has been submitted with the State Tax Commission.

This year Equalization Departments from across the State were required, by the State Tax Commission, to file the Studies using a newly developed online system called the Michigan Equalization Gateway (MEG). This additional layer of reporting added quite a bit more work for our department. The learning process of utilizing our software, the MEG system, and triple checking everything led to approximately 160 extra hours of work for department. We fully expect the submission of our Equalization Study utilizing MEG will be more efficient in future years. The first year is always the hardest whenever our process and procedures are changed.

The State Tax Commission's General Rules requires the Equalization Director to file a duplicate copy of the Equalization Study to the Board of Commissioners. The copy of the entire 624 page report was emailed to you on January 4th and I would ask for the following Equalization Study summary be placed on file.

Please feel free to reach out to me if you have any questions or concerns.

Yours truly,

A handwritten signature in black ink, appearing to read "Michael Woolford". The signature is fluid and cursive.

Michael Woolford, MMAO4
Equalization Director



January 12, 2022

Monroe County Board of Commissioners
Attn: Chairman Mark Brant
125 East Second Street
Monroe, Michigan 48161

Chairman Brant and Commissioners:

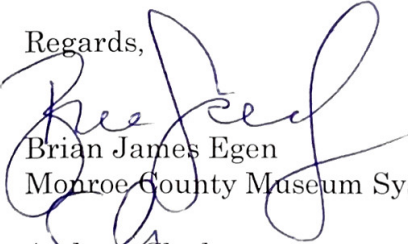
Enclosed are the clean and marked up copies of the Monroe County Museum System's By Laws and Ordinance which were adopted at the Monroe County Museum System Board of Trustees' regular meeting of Wednesday, March 24th, 2021. Both documents have been forwarded along to the Board of Commissioners for review and action.

Our By Laws and Ordinance were updated to reflect our organizational change from the Monroe County Historical Commission to the Monroe County Museum System and Monroe County Museum System Board of Trustees - an action the Board of Commissioners approved at their regular meeting of February 18th, 2020. The section on budget was also updated to reflect current organizational budget processes.

On behalf of the Monroe County Museum System Board of Trustees, we recommend the Board of Commissioners approve the changes and adopt the revisions at your next regularly scheduled meeting.

Thank you for your time and consideration of our request.

Regards,


Brian James Egen
Monroe County Museum System, Board Chair


Andrew Clark
Monroe County Museum System, Director

BYLAWS

MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES

UPDATED BY HISTORICAL COMMISSION: FEBRUARY 8, 2017

APPROVED BY COUNTY BOARD OF COMMISSIONERS: _____, 2017

UPDATED BY MUSEUM SYSTEM BOARD OF TRUSTEES: 2020 MARCH 24, 2021

APPROVED BY COUNTY BOARD OF COMMISSIONERS: 20220

ARTICLE I

TITLE

The name of this ~~Commission~~ Board of Trustees shall be the ~~Monroe County Historical Commission~~ Monroe County Museum System Board of Trustees, (hereafter, the “~~Historical Commission~~Board of Trustees”), as established by the Monroe County Board of Commissioners, (hereafter, the “County Board”).

ARTICLE II

PURPOSE

Section 1.0

Functions

The functions of the ~~Historical Commission~~Board of Trustees shall be to further the interests of the County of Monroe and its citizens in all matters relating to the history of the County of Monroe and its environs, and to advise the Director of the Monroe County Museum System and other County owned museums, (hereafter, the “Museum System”), and to sponsor educational opportunities of a historical nature, and to accept, and approve or disapprove of making grants for the use of funded monies for said grants for historical purposes, specifically to various geographical areas of the County of Monroe. The ~~Historical Commission~~Board of Trustees may acquire and maintain appropriate exhibits and displays of a historical nature, cooperate and assist in educational and research programs of a historical nature, and issue historical bulletins and other publications.

Section 2.0

Duties and

Powers

The ~~Historical Commission~~Board of Trustees shall oversee the administration of the ~~Monroe County~~ Museum System, ~~other County owned museums~~, and their contents, and, within the provisions provided therefore in the County Board’s budget for each fiscal year for the ~~Historical Commission~~Museum System and/or Monroe County Museum, shall acquire, collect, own, and exhibit in the name of the County of Monroe and for and on behalf of the County Board, those items of the County’s historical material and items determined by the ~~Historical Commission~~Museum System worthy to exhibit, and to educate and make grants for historical purposes. The ~~Historical Commission~~Board of Trustees shall acquire, collect, and own, in addition to historical material and items, any such other items, such as equipment, supplies, and similar items, necessary for the effective operation of the ~~Monroe County~~ Museum System, and ~~other County owned museums~~, and to further the purpose of advancing the historical interests of the County of Monroe. The ~~Historical Commission~~Museum System may, in the name of the County of Monroe, acquire, take and hold by purchase, gift, devise, bequest, lease, or otherwise, such real and personal property as may be proper for carrying out the objects and functions for

which the ~~Historical Commission~~Museum System was established. Acceptance, acquisition, disposal, or lease of real estate and/or buildings shall be subject to the approval of the County Board. Any property, real or personal, received in trust and accepted by the ~~Historical Commission~~Museum System for the County of Monroe or by the County Board for historical purposes, shall be held in conformity with the terms of the trust. The ~~Historical Commission~~Board of Trustees shall oversee the ~~Monroe County~~Museum System, ~~and any other County-owned museums,~~ and historical artifacts or displays owned by the County of Monroe.

The ~~Historical Commission~~Board of Trustees may also approve grants, if it determines them worthwhile from a historical perspective, and if funding is sufficient and available, for historically relevant purposes in various geographical areas of the County of Monroe or for specific events or purposes of a historical nature. The ~~Historical Commission~~Board of Trustees may provide grant request forms and procedures for said grants.

ARTICLE III

CREATION

The Historical Commission was established by the original Monroe County Historical Commission Ordinance adopted by the County Board, or its predecessor, on October 17, 1966, and then was amended and replaced by a revised Monroe County Historical Commission Ordinance adopted by the County Board on February 8, 2005, and then was amended and replaced by a further revised Monroe County Historical Commission Ordinance adopted by the County Board on July 21, 2015, and then was amended and replaced by a further revised Monroe County Historical Commission Ordinance adopted by the County Board on March 21, 2017, and then was amended and replaced by a latest revised Monroe County ~~Historical Commission~~Museum System Ordinance adopted by the County Board on _____, 2017~~22~~ (hereafter, the "Ordinance").

ARTICLE IV APPOINTMENT,

MEMBERSHIP, TERMS, ABSENCES, AND VACANCIES

Section 1.0

Membership

There shall always be that number of members of the ~~Historical Commission~~Board of Trustees which corresponds to the number of County Commissioner electoral districts in the County as may be established or provided in accordance with state law, presently nine (9), who are to be appointed and serve in accordance with the provisions of the Ordinance. The members of the ~~Historical Commission~~Board of Trustees may also include a Past Chairperson Commissioner and/or one Commissioner Emeritus, the positions for which may not always be filled, but if filled, shall make the number of members of the ~~Historical Commission~~Board of Trustees ten (10), or eleven (11) if both additional member positions are filled. All members shall include only residents of the County of Monroe, and shall not include any person who has been convicted of a felony or violation of Section 12a(1) of Michigan Public Act 370 of the Public Acts of 1941, (MCL 38.412a), or who is ineligible for appointment pursuant to Article XI, Section 8, Constitution of the State of Michigan of 1963.

Section 2.0

Terms

The term of office of the members of the ~~Historical Commission~~Board of Trustees shall be two (2) years to match the terms of the Monroe County Commissioners of the County Board, (hereafter, the "County Commissioners" or "County Commissioner" for one), and shall begin on January 1 of every odd numbered year, or as soon thereafter as the appointment can be made, and shall end on December 31 of the next even numbered year, but shall temporarily extend past the two year term until a reappointment or new appointment of the position is made the next odd numbered year. A mandatory ~~Historical Commission~~Board of Trustees member's term shall terminate sooner than the two (2) year term if the appointing County Commissioner for that member leaves office early for any reason, such as for death, resignation, or removal. Upon the effective date of the appointing County Commissioner leaving office early, the appointment made by the County Commissioner of the member of the ~~Historical Commission~~Board of Trustees shall then terminate early to coincide with the early termination of the County Commissioner's term. A vacancy would be created which would be filled by the replacement County Commissioner, but if that replacement does not take office for more than twenty (20) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, or if the replacement County Commissioner does not fill the vacancy on the ~~Historical Commission~~Board of Trustees within thirty (30) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, then the County Board acting collectively shall fill the vacancy, and the County Board shall be free to appoint any otherwise qualified member from any County Commissioner District, even if there is already a member from that County Commissioner District.

Section 3.0

Appointment

Except as otherwise provided, each of the nine (9) mandatory members of the ~~Historical Commission~~Board of Trustees shall be appointed by an individual County Commissioner, one (1) County Commissioner making one (1) ~~Historical Commission~~Board of Trustees member appointment. Also, except as otherwise provided, the appointment by a County Commissioner of a ~~Historical Commission~~Board of Trustees member shall be a resident of the County Commissioner District of the County Commissioner making the appointment. The appointment of the nine (9) mandatory ~~Historical Commission~~Board of Trustees members by the nine (9) County Commissioners shall be made at the beginning of each odd numbered year after the even numbered year in which the County Commissioners were elected or reelected, as soon after January 1 of the odd numbered year after the even numbered election year, as is reasonably possible. Until the appointment is made by a County Commissioner for the member of the ~~Historical Commission~~Board of Trustees, the previous member of the ~~Historical Commission~~Board of Trustees shall continue to be a member until replaced by the new appointment.

Every County Commissioner shall have the right, notwithstanding the previously stated appointment process of one (1) ~~Historical Commission~~Board of Trustees member appointed by one (1) County Commissioner from that County Commissioner's County Commissioner District, whereby the County Commissioner could choose an alternate appointment. If the County Commissioner so determines to choose by an alternate appointment process, the County Commissioner could choose to appoint a ~~Historical Commission~~Board of Trustees member who was not a resident of the County Commissioner's County Commissioner District. The appointee, if appointed by the County Commissioner under the alternate appointment process, could come from any County Commissioner District, even if another member of the ~~Historical Commission~~Board of Trustees was already appointed from that County Commissioner District. Any such alternative appointment made by the County Commissioner shall be for the same term of two (2) years.

~~For those current members of the Historical Commission whose terms have not ended at the time of the adoption of the Monroe County Historical Commission Ordinance as was adopted and in effect in 2015, they shall be able to continue to serve as Historical Commission members for the remainder of their previously stated terms. As the existing terms of those previously appointed members of the Historical Commission end, the appointment process stated in these Bylaws shall control. Since the existing terms for the previously appointed members of the Historical Commission do not end at the same time, there shall be an order of priority for the County Commissioners to make appointments to the Historical Commission in accordance with these Bylaws above, and that priority shall be established by the numbering of the County Commissioner Districts, one (1) through (9), with the County Commissioner from the first District to make the first available appointment, and the County Commissioner from the second District to make the second available appointment, and so on until all nine (9) appointments are made in accordance with the procedures established by these Bylaws above, except as follows: If there is an existing member of the Historical Commission from the appointing County Commissioner's District, the appointment shall transfer to the next numbered County Commissioner District, such as from the first District to the second District, if there is an existing member of the Historical Commission from the first District, and so on until there is a County Commissioner District without a member on the Historical Commission. If a lower numbered District is passed because there is an existing member of the Historical Commission from that District, the next time an appointment is to be made, the lowest numbered District that was passed shall have the first priority to make the appointment, and the appointment procedure shall proceed as stated above, except that any District which has had an appointment made under these Bylaws shall be passed.~~

Section 4.0

Absences

After three (3) unexcused absences from a regular meeting of the ~~Historical Commission~~Board of Trustees a mandatory member of the ~~Historical Commission~~Board of Trustees may be removed. The process for removal is that the County Commissioner making the appointment, once notified of the three (3) unexcused absences, will be given the opportunity to remove the ~~Historical Commission~~Board of Trustees member and replace that ~~Historical Commission~~Board of Trustees member position with a new ~~Historical Commission~~Board of Trustees member. Once notified of the three (3) unexcused absences, the County Commissioner making the initial appointment shall have twenty (20) days to remove the member of the ~~Historical Commission~~Board of Trustees for the three (3) unexcused absences. If the appointing County Commissioner does not remove the member of the ~~Historical Commission~~Board of Trustees, the County Board acting collectively may take action to remove the member of the ~~Historical Commission~~Board of Trustees after three (3) unexcused absences. After any removal of a mandatory member of the ~~Historical Commission~~Board of Trustees, a vacancy shall be created which will be filled in accordance with the paragraph below for vacancies.

Section 5.0

Vacancies

If there ever is a vacancy created by a mandatory member of the ~~Historical Commission~~Board of Trustees no longer being a member for any reason during a term, there shall be a vacancy created. Whenever there is a vacancy created, a replacement member of the ~~Historical Commission~~Board of Trustees shall be appointed. The appointment shall be by the County Commissioner whose member position on the ~~Historical Commission~~Board of Trustees is vacant, unless otherwise provided. The County Commissioner shall have thirty (30) days to fill the vacancy, and if the County Commissioner fails to fill the vacancy, the County Board may collectively fill the vacancy, and in the event of the County Board filling the vacancy the appointee may come from any County

Commissioner District, even if another member of the ~~Historical Commission~~Board of Trustees has previously been appointed from that County Commissioner District. The newly appointed member of the ~~Historical Commission~~Board of Trustees shall then fill out the remainder of the term for the vacancy that was created.

Section 6.0 Commissioner

~~Past~~ _____ ~~Chairperson~~

Any outgoing member of the ~~Historical Commission~~Board of Trustees, who is not being reappointed by a County Commissioner for a next term, and who was the Chairperson of the ~~Historical Commission~~Board of Trustees at the end of his or her appointment, shall automatically be a Past Chairperson ~~Commissioner~~Trustee and a member of the ~~Historical Commission~~Board of CommissionersTrustees for the next term. A Past Chairperson ~~Commissioner~~Trustee shall serve for a period of two (2) years, beginning on January 1 following the December 31 end of the Past Chairperson ~~Commissioner~~Trustee's expiring term. At the end of that two (2) year term as a Past Chairperson ~~Commissioner~~Trustee, the appointment shall end if there is a new Past Chairperson ~~Commissioner~~Trustee, and if there is not, the appointment shall temporarily extend past the two (2) year term to the end of the first meeting of the ~~Historical Commission~~Board of Trustees in the next odd numbered year, to determine if reappointment shall be made. If reappointment is not made at that first meeting in the next odd numbered year, the term and appointment shall end. A Past Chairperson ~~Commissioner~~Trustee may serve indefinitely upon reappointment by majority vote every two (2) years, but whenever there is a subsequent Past Chairperson, the term and appointment of the earlier Past Chairperson shall end. There can only be one Past Chairperson ~~Commissioner~~Trustee, and that is the most recent one not reappointed by a County Commissioner. Reappointment of a Past Chairperson is never required, and the position may be left unfilled after the first two (2) year appointment ends.

A Past Chairperson ~~Commissioner~~Trustee shall be afforded one (1) vote on matters that come before the ~~Commission~~Board of Trustees, and may be removed for any reason at any time by a majority vote of the other members of the ~~Historical Commission~~Board of Trustees.

Section 7.0 Emeritus

~~Commissioner~~ Trustee

The members of the ~~Historical Commission~~Board of Trustees may, if they so choose by a majority vote, appoint no more than one (1) ~~Commissioner~~ Trustee Emeritus. Only an outgoing member of the ~~Historical Commission~~Board of Trustees, who is not being reappointed for a next term, and who has served for no less than twelve (12) continuous years immediately previous to the end of his or her appointment, qualifies for appointment as a ~~Commissioner~~ Trustee Emeritus. A ~~Commissioner~~ Trustee Emeritus shall serve for a period of two (2) years, beginning with appointment on, or as soon after, January 1 of an odd numbered year, which term shall end on December 31 of the next even numbered year, but shall temporarily extend past the two (2) year term to the end of the first meeting of the ~~Historical Commission~~Board of Trustees in the next odd numbered year, to determine if reappointment shall be made. If reappointment is not made at that first meeting in the next odd numbered year, the term and appointment shall end. A ~~Commissioner~~ Trustee Emeritus may serve indefinitely upon reappointment by majority vote every two (2) years. Appointment or reappointment of a ~~Commissioner~~ Trustee Emeritus is never required, and the position may be left unfilled at any time.

Each ~~Commissioner~~ Trustee Emeritus shall be afforded one (1) vote on matters that come before the Commission, and may be removed for any reason at any time by a majority vote of the other members of the ~~Historical Commission~~Board of Trustees.

ARTICLE V

OFFICERS

At its first meeting of the year, the ~~Historical Commission~~Board of Trustees shall elect by a majority vote of its entire membership, a Chairperson, Vice-Chairperson and Secretary. The term of each office shall be one (1) year for the ensuing calendar year, but a previously elected officer may continue to act on a temporary basis after the term has ended until a new officer is elected or reelected. The Chairperson shall preside at all public meetings of the ~~Historical Commission~~Board of Trustees, and preserve order at each meeting and shall, in the absence of the Vice-Chairperson, have the power to call any member of the ~~Historical Commission~~Board of Trustees temporarily to the chair. The Chairperson shall appoint all committees of the ~~Historical Commission~~Board of Trustees unless otherwise especially ordered. The Vice-Chairperson shall preside at public meetings of the ~~Historical Commission~~Board of Trustees in the absence of the Chairperson. The Secretary, or designated representative, shall record or cause to be recorded all minutes of the meetings of the ~~Historical Commission~~Board of Trustees.

ARTICLE VI

DECISIONS

Section 1.0

Quorum

A majority of the members of the ~~Historical Commission~~Board of Trustees shall constitute a quorum for purposes of transacting the business of the ~~Historical Commission~~Board of Trustees.

Section 2.0

Voting

A. Method of voting. Each member of the ~~Historical Commission~~Board of Trustees shall have one (1) vote. An affirmative vote of the quorum shall be sufficient to pass, approve, or adopt any motion, resolution, action, or proposal. Voting shall ordinarily be by voice vote, provided however, that a roll call vote shall be required if requested by any ~~Historical Commission~~Board of Trustees member or directed by the Chairperson or other member presiding at the meeting. All members of the ~~Historical Commission~~Board of Trustees including the Chairperson or other member presiding at the meeting shall vote on all matters, but the Chairperson or other member presiding at the meeting shall vote last. Any officer, including the Chairperson or other member presiding at the meeting may make and second motions or resolutions.

B. Reconsideration and Rescind. Any member who votes with the majority on any question may move for its reconsideration at the same meeting of the ~~Historical Commission~~Board of Trustees, but not later, and no question shall be reconsidered more than once. A motion to rescind, if allowed by law or parliamentary procedure, may be made by any member at the same meeting or at any subsequent meeting.

C. Voting where no quorum present. If a quorum is not present at a meeting, the ~~Historical Commission~~Board of Trustees member(s) present may adjourn any action, motion, meeting or public hearing by an affirmative vote of a simple majority of the ~~Historical Commission~~Board of Trustees members present and voting, but they may not take any other action.

D. Excused or abstaining from voting for conflict of interest. Any member may be excused from voting if that person declares a conflict of interest. Any member abstaining from a vote shall not participate in the discussion of that item. A member shall not abuse the right to abstain from

voting when true conflicts or clear appearances of impropriety do not exist.

ARTICLE VII

BUDGET

A. The ~~Monroe County~~ Museum System Director shall work with the Monroe County Finance Department to prepare annually a tentative budget for the Museum System to be reviewed and considered by the ~~Historical Commission and~~ Monroe County Board of Commissioners Museum for the next calendar year together with an estimate of probable receipts of ~~the Historical Commission and Monroe County the~~ Museum System for that year.

B. ~~The Monroe County Museum Director shall furnish the tentative budget for the next calendar year to the Historical Commission and to the Monroe County Administrator or the County Finance Department.~~

C. ~~—The tentative budget for the next calendar year shall be reviewed and revised as determined by the Historical Commission. The Monroe County Administrator or the County Finance Department may provide guidance and suggestions to the Historical Commission.—~~

D. ~~—The Historical Commission Chairperson or his or her designee will be the sole spokesperson on all matters of budget with the County Board of Commissioners. Employees of the Monroe County Museum or members or employees of the Historical Commission shall not present any matters relating to the budget to the County Board of Commissioners or its agents without specific authorization by the Historical Commission. The Monroe County Museum Director may present any matters relating to the budget along with or alone when authorized by the Historical Commission Chairperson.—~~

E. ~~The Historical Commission~~ The Board of Commissioners shall vote on a final budget for the next calendar year, which, if approved, shall become the budget for the ~~Historical Commission and Monroe County~~ Museum. System ~~if approved specifically by the County Board of Commissioners or included as part of the approved Monroe County annual budget.~~

ARTICLE VIII

REGULAR MEETINGS

Section 1.0

Schedule

The ~~Historical Commission~~ Board of Trustees shall assemble at such times and locations as shall be designated at its first official meeting of a calendar year. There shall be no less than four (4) meetings each calendar year. Such times will normally project all regular meetings for the calendar year, and the annual meeting schedule shall be posted in accordance with the Open Meetings Act.

Section 2.0

Change of Schedule

If there is a change in the schedule for regular meetings, the Chairperson, or designated

representative, shall post within three (3) days after the meeting at which the change is made, a public notice stating the new dates, times and places of its regular meetings. Notice for a specific rescheduled regular meeting shall be posted at the County Clerk's Office, the normal place for posting for the ~~Historical Commission~~Board of Trustees, and at any other site where the meetings will be held, at least eighteen (18) hours before the meeting. The cancellation or rescheduling of a meeting due to inclement weather or a similar Act of God, or because of lack of a quorum or for other good cause, shall be at the discretion of the Chairperson, or designated representative.

Section 3.0

Minutes

Minutes shall be kept and approved for each meeting. A copy of the approved minutes of each meeting of this ~~Historical Commission~~Board of Trustees shall be supplied to the Chairperson of the County Board by the Monroe County Museum System Director after the meeting at which they were approved.

ARTICLE IX

SPECIAL –MEETINGS

Special meetings may be called by the Chairperson or four (4) members upon written request to the Chairperson. Public notice of a special meeting must state the purpose, date, time and place of a special meeting of the ~~Historical Commission~~Board of Trustees and shall be posted by the Chairperson, or designated representative, in the same manner as for rescheduled regular meetings, at least eighteen (18) hours before the special meeting.

ARTICLE X

AGENDAS

Section 1.0

The Chairperson shall establish the agenda for all meetings, except, if a member wants an item on the agenda he or she may request that the Chairperson place an item on the agenda by giving a written request to the Chairperson at least six (6) days before the meeting. If the Chairperson refuses to place an item on the agenda for two (2) consecutive meetings, a majority of the ~~Historical Commission~~Board of Trustees may determine to add a matter to the agenda.

Section 2.0

Order of Business

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes

6. Public Comment
7. Old Business
8. New Business
9. Public Comment
10. Information
11. Commission Comment
12. Adjournment

ARTICLE XI

PUBLIC MEETING

The business which the ~~Historical Commission~~Board of Trustees may perform shall be conducted at a public meeting held in compliance with the Open Meetings Act, Michigan Public Act 267, of the Public Acts of 1976.

ARTICLE XII

PARLIAMENTARY PROCESS

For meetings of the ~~Historical Commission~~Board of Trustees, the rules of procedure set forth in Robert's Rules of Parliamentary Procedure shall govern in all cases in which it is not inconsistent with and not contrary to any existing laws of the State of Michigan.

ARTICLE XIII

AMENDMENTS

The Bylaws may be amended, added to, or repealed by a majority vote of all of the appointed members of the ~~Historical Commission~~Board of Trustees at a regular meeting provided that notice of the proposed amendment, revision or repeal is given to each member of the ~~Historical Commission~~Board of Trustees in writing at least seven (7) days prior to the regular or special meeting at which the amendment is intended to be acted upon. If all of the members of the ~~Historical Commission~~Board of Trustees are present at a meeting, regular or special, and they all agree, the Bylaws may be amended, added to, or repealed by the unanimous vote of the ~~Historical Commission~~Board of Trustees, without prior written notice.

ADOPTION

The Chairperson of the Monroe County ~~Historical Commission~~Museum System Board of Trustees hereby certifies that the above-stated Bylaws were adopted to supercede any previously adopted Bylaws and were made immediately effective by a majority vote of the membership of the ~~Monroe County Historical Commission~~Museum System Board of Trustees at a regularly scheduled meeting of the ~~Commission~~Board of Trustees held on the ~~7th day of February, 2017.~~ 24th day of March, 2021.

Dated: _____

By: _____

Brian Egen, Chairperson

Monroe

County

~~Historical~~

~~Commission~~ Museum System Board of Trustees

APPROVED

The Chairperson of the Monroe County Board of Commissioners hereby certifies that the above-stated Bylaws, as adopted by the Monroe County ~~Historical Commission~~ Museum System Board of Trustees on ~~February 7, 2017~~ _____, 2022, were approved by a majority vote of the membership of the Monroe County Board of Commissioners at a regularly scheduled meeting of the County Board held on the _____ day of _____, 201722.

Dated: _____

By: _____

J. Henry Lievens

Mark R. Brant, Chairperson

Monroe County Board of Commissioners

WTG/blc
COUNTY\historicalcommission.bylaws20202.changes

BYLAWS

MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES

UPDATED BY HISTORICAL COMMISSION: FEBRUARY 8, 2017

APPROVED BY COUNTY BOARD OF COMMISSIONERS: _____, 2017

UPDATED BY MUSEUM SYSTEM BOARD OF TRUSTEES: MARCH 24, 2021

APPROVED BY COUNTY BOARD OF COMMISSIONERS: _____, 2021

ARTICLE I

TITLE

The name of this Board of Trustees shall be the Monroe County Museum System Board of Trustees, (hereafter, the "Board of Trustees"), as established by the Monroe County Board of Commissioners, (hereafter, the "County Board").

ARTICLE II

PURPOSE

Section 1.0

Functions

The functions of the Board of Trustees shall be to further the interests of the County of Monroe and its citizens in all matters relating to the history of the County of Monroe and its environs, and to advise the Director of the Monroe County Museum and other County owned museums, (hereafter, the "Museum System"), and to sponsor educational opportunities of a historical nature, and to accept, and approve or disapprove of making grants for the use of funded monies for said grants for historical purposes, specifically to various geographical areas of the County of Monroe. The Board of Trustees may acquire and maintain appropriate exhibits and displays of a historical nature, cooperate and assist in educational and research programs of a historical nature, and issue historical bulletins and other publications.

Section 2.0

Duties and

Powers

The Board of Trustees shall oversee the administration of the Museum System, and their contents, and, within the provisions provided therefore in the County Board's budget for each fiscal year for the Museum System, shall acquire, collect, own, and exhibit in the name of the County of Monroe and for and on behalf of the County Board, those items of the County's historical material and items determined by the Museum System worthy to exhibit, and to educate and make grants for historical purposes. The Board of Trustees shall acquire, collect, and own, in addition to historical material and items, any such other items, such as equipment, supplies, and similar items, necessary for the effective operation of the Museum System, and to further the purpose of advancing the historical interests of the County of Monroe. The Museum System may, in the name of the County of Monroe, acquire, take and hold by purchase, gift, devise, bequest, lease, or otherwise, such real and personal property as may be proper for carrying out the objects and functions for which the Museum System was established. Acceptance, acquisition, disposal, or lease of real estate and/or buildings shall be subject to the approval of the County Board. Any property, real or personal, received in trust and accepted by the Museum System for the County of Monroe or by the County Board for historical purposes, shall be held in conformity with the terms of the trust.

The Board of Trustees shall oversee the Museum System, and historical artifacts or displays owned by the County of Monroe.

The Board of Trustees may also approve grants, if it determines them worthwhile from a historical perspective, and if funding is sufficient and available, for historically relevant purposes in various geographical areas of the County of Monroe or for specific events or purposes of a historical nature. The Board of Trustees may provide grant request forms and procedures for said grants.

ARTICLE III

CREATION

The Historical Commission was established by the original Monroe County Historical Commission Ordinance adopted by the County Board, or its predecessor, on October 17, 1966, and then was amended and replaced by a revised Monroe County Historical Commission Ordinance adopted by the County Board on February 8, 2005, and then was amended and replaced by a further revised Monroe County Historical Commission Ordinance adopted by the County Board on July 21, 2015, and then was amended and replaced by a further revised Monroe County Historical Commission Ordinance adopted by the County Board on March 21, 2017, and then was amended and replaced by a latest revised Monroe County Museum System Ordinance adopted by the County Board on _____, 2022 (hereafter, the “Ordinance”).

ARTICLE IV APPOINTMENT,

MEMBERSHIP,

TERMS,

ABSENCES,

AND

VACANCIES

Section 1.0

Membership

There shall always be that number of members of the Board of Trustees which corresponds to the number of County Commissioner electoral districts in the County as may be established or provided in accordance with state law, presently nine (9), who are to be appointed and serve in accordance with the provisions of the Ordinance. The members of the Board of Trustees may also include a Past Chairperson Commissioner and/or one Commissioner Emeritus, the positions for which may not always be filled, but if filled, shall make the number of members of the Board of Trustees ten (10), or eleven (11) if both additional member positions are filled. All members shall include only residents of the County of Monroe, and shall not include any person who has been convicted of a felony or violation of Section 12a(1) of Michigan Public Act 370 of the Public Acts of 1941, (MCL 38.412a), or who is ineligible for appointment pursuant to Article XI, Section 8, Constitution of the State of Michigan of 1963.

Section 2.0

Terms

The term of office of the members of the Board of Trustees shall be two (2) years to match the terms of the Monroe County Commissioners of the County Board, (hereafter, the “County Commissioners” or “County Commissioner” for one), and shall begin on January 1 of every odd numbered year, or as soon thereafter as the appointment can be made, and shall end on December 31 of the next even numbered year, but shall temporarily extend past the two year term until a reappointment or new appointment of the position is made the next odd numbered year. A mandatory Board of Trustees member’s term shall terminate sooner than the two (2) year term if the appointing County Commissioner for that member leaves office early for any reason, such as

for death, resignation, or removal. Upon the effective date of the appointing County Commissioner leaving office early, the appointment made by the County Commissioner of the member of the Board of Trustees shall then terminate early to coincide with the early termination of the County Commissioner's term. A vacancy would be created which would be filled by the replacement County Commissioner, but if that replacement does not take office for more than twenty (20) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, or if the replacement County Commissioner does not fill the vacancy on the Board of Trustees within thirty (30) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, then the County Board acting collectively shall fill the vacancy, and the County Board shall be free to appoint any otherwise qualified member from any County Commissioner District, even if there is already a member from that County Commissioner District.

Section 3.0

Appointment

Except as otherwise provided, each of the nine (9) mandatory members of the Board of Trustees shall be appointed by an individual County Commissioner, one (1) County Commissioner making one (1) Board of Trustees member appointment. Also, except as otherwise provided, the appointment by a County Commissioner of a Board of Trustees member shall be a resident of the County Commissioner District of the County Commissioner making the appointment. The appointment of the nine (9) mandatory Board of Trustees members by the nine (9) County Commissioners shall be made at the beginning of each odd numbered year after the even numbered year in which the County Commissioners were elected or reelected, as soon after January 1 of the odd numbered year after the even numbered election year, as is reasonably possible. Until the appointment is made by a County Commissioner for the member of the Board of Trustees, the previous member of the Board of Trustees shall continue to be a member until replaced by the new appointment.

Every County Commissioner shall have the right, notwithstanding the previously stated appointment process of one (1) Board of Trustees member appointed by one (1) County Commissioner from that County Commissioner's County Commissioner District, whereby the County Commissioner could choose an alternate appointment. If the County Commissioner so determines to choose by an alternate appointment process, the County Commissioner could choose to appoint a Board of Trustees member who was not a resident of the County Commissioner's County Commissioner District. The appointee, if appointed by the County Commissioner under the alternate appointment process, could come from any County Commissioner District, even if another member of the Board of Trustees was already appointed from that County Commissioner District. Any such alternative appointment made by the County Commissioner shall be for the same term of two (2) years.

Section 4.0

Absences

After three (3) unexcused absences from a regular meeting of the Board of Trustees a mandatory member of the Board of Trustees may be removed. The process for removal is that the County Commissioner making the appointment, once notified of the three (3) unexcused absences, will be given the opportunity to remove the Board of Trustees member and replace that Board of Trustees member position with a new Board of Trustees member. Once notified of the three (3) unexcused absences, the County Commissioner making the initial appointment shall have twenty (20) days to remove the member of the Board of Trustees for the three (3) unexcused absences. If the appointing County Commissioner does not remove the member of the Board of Trustees, the

County Board acting collectively may take action to remove the member of the Board of Trustees after three (3) unexcused absences. After any removal of a mandatory member of the Board of Trustees, a vacancy shall be created which will be filled in accordance with the paragraph below for vacancies.

Section 5.0

Vacancies

If there ever is a vacancy created by a mandatory member of the Board of Trustees no longer being a member for any reason during a term, there shall be a vacancy created. Whenever there is a vacancy created, a replacement member of the Board of Trustees shall be appointed. The appointment shall be by the County Commissioner whose member position on the Board of Trustees is vacant, unless otherwise provided. The County Commissioner shall have thirty (30) days to fill the vacancy, and if the County Commissioner fails to fill the vacancy, the County Board may collectively fill the vacancy, and in the event of the County Board filling the vacancy the appointee may come from any County Commissioner District, even if another member of the Board of Trustees has previously been appointed from that County Commissioner District. The newly appointed member of the Board of Trustees shall then fill out the remainder of the term for the vacancy that was created.

Section 6.0

Past-Chairperson

Commissioner

Any outgoing member of the Board of Trustees, who is not being reappointed by a County Commissioner for a next term, and who was the Chairperson of the Board of Trustees at the end of his or her appointment, shall automatically be a Past Chairperson Trustee and a member of the Board of Trustees for the next term. A Past Chairperson Trustee shall serve for a period of two (2) years, beginning on January 1 following the December 31 end of the Past Chairperson Trustee's expiring term. At the end of that two (2) year term as a Past Chairperson Trustee, the appointment shall end if there is a new Past Chairperson Trustee, and if there is not, the appointment shall temporarily extend past the two (2) year term to the end of the first meeting of the Board of Trustees in the next odd numbered year, to determine if reappointment shall be made. If reappointment is not made at that first meeting in the next odd numbered year, the term and appointment shall end. A Past Chairperson Trustee may serve indefinitely upon reappointment by majority vote every two (2) years, but whenever there is a subsequent Past Chairperson, the term and appointment of the earlier Past Chairperson shall end. There can only be one Past Chairperson Trustee, and that is the most recent one not reappointed by a County Commissioner. Reappointment of a Past Chairperson is never required, and the position may be left unfilled after the first two (2) year appointment ends.

A Past Chairperson Trustee shall be afforded one (1) vote on matters that come before the Board of Trustees, and may be removed for any reason at any time by a majority vote of the other members of the Board of Trustees.

Section 7.0

Trustee

Emeritus

The members of the Board of Trustees may, if they so choose by a majority vote, appoint no more than one (1) Trustee Emeritus. Only an outgoing member of the Board of Trustees, who is not

being reappointed for a next term, and who has served for no less than twelve (12) continuous years immediately previous to the end of his or her appointment, qualifies for appointment as a Trustee Emeritus. A Trustee Emeritus shall serve for a period of two (2) years, beginning with appointment on, or as soon after, January 1 of an odd numbered year, which term shall end on December 31 of the next even numbered year, but shall temporarily extend past the two (2) year term to the end of the first meeting of the Board of Trustees in the next odd numbered year, to determine if reappointment shall be made. If reappointment is not made at that first meeting in the next odd numbered year, the term and appointment shall end. A Trustee Emeritus may serve indefinitely upon reappointment by majority vote every two (2) years. Appointment or reappointment of a Trustee Emeritus is never required, and the position may be left unfilled at any time.

Each Trustee Emeritus shall be afforded one (1) vote on matters that come before the Commission, and may be removed for any reason at any time by a majority vote of the other members of the Board of Trustees.

ARTICLE V

OFFICERS

At its first meeting of the year, the Board of Trustees shall elect by a majority vote of its entire membership, a Chairperson, Vice-Chairperson and Secretary. The term of each office shall be one (1) year for the ensuing calendar year, but a previously elected officer may continue to act on a temporary basis after the term has ended until a new officer is elected or reelected. The Chairperson shall preside at all public meetings of the Board of Trustees, and preserve order at each meeting and shall, in the absence of the Vice-Chairperson, have the power to call any member of the Board of Trustees temporarily to the chair. The Chairperson shall appoint all committees of the Board of Trustees unless otherwise especially ordered. The Vice-Chairperson shall preside at public meetings of the Board of Trustees in the absence of the Chairperson. The Secretary, or designated representative, shall record or cause to be recorded all minutes of the meetings of the Board of Trustees.

ARTICLE VI

DECISIONS

Section 1.0

Quorum

A majority of the members of the Board of Trustees shall constitute a quorum for purposes of transacting the business of the Board of Trustees.

Section 2.0

Voting

A. Method of voting. Each member of the Board of Trustees shall have one (1) vote. An affirmative vote of the quorum shall be sufficient to pass, approve, or adopt any motion, resolution, action, or proposal. Voting shall ordinarily be by voice vote, provided however, that a roll call vote shall be required if requested by any Board of Trustees member or directed by the Chairperson or other member presiding at the meeting. All members of the Board of Trustees including the Chairperson or other member presiding at the meeting shall vote on all matters, but the Chairperson or other member presiding at the meeting shall vote last. Any officer, including the Chairperson or other member presiding at the meeting may make and second motions or resolutions.

B. Reconsideration and Rescind. Any member who votes with the majority on any question may move for its reconsideration at the same meeting of the Board of Trustees, but not later, and no question shall be reconsidered more than once. A motion to rescind, if allowed by law or parliamentary procedure, may be made by any member at the same meeting or at any subsequent meeting.

C. Voting where no quorum present. If a quorum is not present at a meeting, the Board of Trustees member(s) present may adjourn any action, motion, meeting or public hearing by an affirmative vote of a simple majority of the Board of Trustees members present and voting, but they may not take any other action.

D. Excused or abstaining from voting for conflict of interest. Any member may be excused from voting if that person declares a conflict of interest. Any member abstaining from a vote shall not participate in the discussion of that item. A member shall not abuse the right to abstain from voting when true conflicts or clear appearances of impropriety do not exist.

ARTICLE VII

BUDGET

A. The Museum System Director shall work with the Monroe County Finance Department to prepare annually a tentative budget for the Museum System to be reviewed and considered by the Monroe County Board of Commissioners for the next calendar year together with an estimate of probable receipts of the Museum System for that year.

B. The Board of Commissioners shall vote on a final budget for the next calendar year, which, if approved, shall become the budget for the Museum. System

ARTICLE VIII

REGULAR MEETINGS

Section 1.0

Schedule

The Board of Trustees shall assemble at such times and locations as shall be designated at its first official meeting of a calendar year. There shall be no less than four (4) meetings each calendar year. Such times will normally project all regular meetings for the calendar year, and the annual meeting schedule shall be posted in accordance with the Open Meetings Act.

Section 2.0

Change of Schedule

If there is a change in the schedule for regular meetings, the Chairperson, or designated representative, shall post within three (3) days after the meeting at which the change is made, a public notice stating the new dates, times and places of its regular meetings. Notice for a specific rescheduled regular meeting shall be posted at the County Clerk's Office, the normal place for posting for the Board of Trustees, and at any other site where the meetings will be held, at least eighteen (18) hours before the meeting. The cancellation or rescheduling of a meeting due to inclement weather or a similar Act of God, or because of lack of a quorum or for other good cause, shall be at the discretion of the Chairperson, or designated representative.

Section 3.0

Minutes

Minutes shall be kept and approved for each meeting. A copy of the approved minutes of each meeting of this Board of Trustees shall be supplied to the Chairperson of the County Board by the Monroe County Museum System Director after the meeting at which they were approved.

ARTICLE IX

SPECIAL MEETINGS

Special meetings may be called by the Chairperson or four (4) members upon written request to the Chairperson. Public notice of a special meeting must state the purpose, date, time and place of a special meeting of the Board of Trustees and shall be posted by the Chairperson, or designated representative, in the same manner as for rescheduled regular meetings, at least eighteen (18) hours before the special meeting.

ARTICLE X

AGENDAS

Section 1.0

The Chairperson shall establish the agenda for all meetings, except, if a member wants an item on the agenda he or she may request that the Chairperson place an item on the agenda by giving a written request to the Chairperson at least six (6) days before the meeting. If the Chairperson refuses to place an item on the agenda for two (2) consecutive meetings, a majority of the Board of Trustees may determine to add a matter to the agenda.

Section 2.0

Order of Business

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
6. Public Comment
7. Old Business
8. New Business
9. Public Comment
10. Information
11. Commission Comment
12. Adjournment

ARTICLE XI

PUBLIC MEETING

The business which the Board of Trustees may perform shall be conducted at a public meeting held in compliance with the Open Meetings Act, Michigan Public Act 267, of the Public Acts of 1976.

ARTICLE XII

PARLIAMENTARY PROCESS

For meetings of the Board of Trustees, the rules of procedure set forth in Robert's Rules of Parliamentary Procedure shall govern in all cases in which it is not inconsistent with and not contrary to any existing laws of the State of Michigan.

ARTICLE XIII

AMENDMENTS

The Bylaws may be amended, added to, or repealed by a majority vote of all of the appointed members of the Board of Trustees at a regular meeting provided that notice of the proposed amendment, revision or repeal is given to each member of the Board of Trustees in writing at least seven (7) days prior to the regular or special meeting at which the amendment is intended to be acted upon. If all of the members of the Board of Trustees are present at a meeting, regular or special, and they all agree, the Bylaws may be amended, added to, or repealed by the unanimous vote of the Board of Trustees, without prior written notice.

ADOPTION

The Chairperson of the Monroe County Museum System Board of Trustees hereby certifies that the above-stated Bylaws were adopted to supercede any previously adopted Bylaws and were made immediately effective by a majority vote of the membership of the Museum System Board of Trustees at a regularly scheduled meeting of the Board of Trustees held on the 24th day of March, 2021.

Dated: _____

By: _____
Brian Egen, Chairperson
Monroe County Museum
System Board of Trustees

APPROVED

The Chairperson of the Monroe County Board of Commissioners hereby certifies that the above-stated Bylaws, as adopted by the Monroe County Museum System Board of Trustees on _____, 2022, were approved by a majority vote of the membership of the Monroe County Board of Commissioners at a regularly scheduled meeting of the County Board held on the _____ day of _____, 2022.

Dated: _____

By: _____

Mark R. Brant, Chairperson
Monroe County Board of Commissioners

WTG/blc
COUNTY\historicalcommission.bylaws2022.clean

MONROE COUNTY ~~HISTORICAL COMMISSION~~ MUSEUM SYSTEM ORDINANCE

REPEAL AND REPLACEMENT OF PREVIOUS MONROE COUNTY HISTORICAL
COMMISSION ORDINANCE ADOPTED IN 1966 AND
REPEALED BY ORDINANCE ADOPTED IN 2005
AND REPEALED BY ORDINANCE ADOPTED IN 2015
AND REPEALED BY ORDINANCE ADOPTED IN 2017

ADOPTED BY THE BOARD OF COMMISSIONERS – _____,
~~2017~~ 2022

ARTICLE I. REPEAL AND REPLACEMENT OF PRIOR ORDINANCE AND
CONTINUATION OF THE MONROE COUNTY HISTORICAL
COMMISSION TO BE KNOWN HEREAFTER AS THE MONROE
COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES

IA. REPEAL AND REPLACEMENT. The Monroe County Historical Commission Ordinance, first adopted on October 17, 1966, and which was replaced by an amending Ordinance on February 8, 2005, and replaced again by an amending Ordinance on July 21, 2015, and replaced again by an amending Ordinance on March 21, 2017, is hereby repealed and replaced by this new amending Ordinance adopted in ~~2017~~ 2022, as of the effective date of this amending Ordinance. The Ordinance will hereafter be known as the “Monroe County Museum System Ordinance”.

IB. CONTINUED EFFECT. The Monroe County Historical Commission Museum System, (hereafter, the “Historical Commission”), ~~which~~ is and has continued ~~without interruption by this Ordinance in effect up to the time of this amending Ordinance, adopted in 2022.~~ Hereafter, the Monroe County Historical Commission shall be known as the Monroe County Museum System Board of Trustees.

ARTICLE II. TITLE, PURPOSE, AUTHORITY, AND JURISDICTION

IIA. TITLE. This Ordinance shall be known and may be cited as the Monroe County ~~Historical Commission~~ Museum System Ordinance.

IIB. PURPOSE. The Monroe County Board of Commissioners (hereafter, the “County Board”) has determined that it is in the best interests of the County of Monroe and its citizens to promote and advance the many historical interests involving the County of Monroe, including but not necessarily limited to the Monroe County Museum, other County museums, and other historical programs and services, (hereafter, the “Museum System”). The County Board has further determined that it wishes to ~~maintain~~ replace the Historical Commission with the Monroe County Museum System Board of Trustees ~~but change the manner of appointment for the members of the Historical Commission~~ Board of Trustees (hereafter, the “Board of Trustees”), and to adjust certain other language.

IIC. AUTHORITY. This Ordinance is adopted under authority of Michigan Public Act 156 of the Public Acts of 1851, as amended, (specifically MCL 46.11), and Michigan Public Act 213 of the Public Acts of 1957, as amended (MCL 399.171-399.172), and not Act 169 of the Public Acts of 1970 for the reason that the Monroe County Historical Commission was established by Ordinance before August 3, 1970.

IID. JURISDICTION. This Ordinance, and the regulations and procedures contained herein shall apply to and govern the ~~Historical Commission~~Monroe County Museum System Board of Trustees, as originally established as the Monroe County Historical Commission in 1966, but renamed in 2020 to be the Monroe County Museum System Board of Trustees.

ARTICLE III. ~~HISTORICAL COMMISSION~~MONROE COUNTY MUSEUM SYSTEM AND MEMBERSHIP

IIIA. ~~HISTORICAL COMMISSION-MUSEUM SYSTEM BOARD OF TRUSTEES ESTABLISHED.~~ The Historical Commission was established by the original Monroe County Historical Commission Ordinance adopted by the County Board, or its predecessor, on October 17, 1966, and then was ~~amended and replaced~~continued by a Monroe County Historical Commission Ordinance adopted by the County Board on February 8, 2005, and then was ~~amended and replaced~~continued again by a Monroe County Historical Commission Ordinance adopted by the County Board on July 21, 2015, and then was continued again by a Monroe County Historical Commission Ordinance adopted by the County Board on March 21, 2017. This Ordinance shall continue ~~replace~~ the Historical Commission, ~~as modified by this Ordinance~~ but rename it to be the Museum System Board of Trustees.

IIIB. MEMBERS OF ~~HISTORICAL COMMISSION~~MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES. There shall be nine (9) mandatory members of the ~~Historical Commission~~Board of Trustees to be appointed and serve in accordance with the provisions of this Ordinance. There may also be one Past Chairman ~~Commissioner~~Trustee and/or one (1) ~~Trustee~~Commissioner-Emeritus appointed by the ~~Historical Commission~~Board of Trustees from time to time. All members shall include only residents of the County of Monroe, and shall not include any person who has been convicted of a felony or violation of Section 12a(1) of Michigan Public Act 370 of the Public Acts of 1941, (MCL 38.412a), or who is ineligible for appointment pursuant to Article XI, Section 8, Constitution of the State of Michigan of 1963.

IIIC. TERM OF OFFICE. The term of office of the members of the ~~Historical Commission~~Board of Trustees shall be two (2) years to match the terms of the Monroe County Commissioners of the County Board, (hereafter, the "County Commissioners" or "County Commissioner" for one), and shall begin on January 1 of every odd numbered year, or as soon

thereafter as the appointment can be made, and shall end on December 31 of the next even numbered year, but shall temporarily extend past the two year term until a reappointment or new appointment of the position is made the next odd numbered year. A mandatory ~~Historical Commission~~Board of Trustees's member's term shall terminate sooner than the two year term if the appointing County Commissioner leaves office early for any reason, such as for death, resignation, or removal. Upon the effective date of the appointing County Commissioner leaving office early, the appointment made by the County Commissioner of the member of the ~~Historical Commission~~Board of Trustees shall then terminate early to coincide with the early termination of the County Commissioner's term. A vacancy would be created which would be filled by the replacement County Commissioner, but if that replacement does not take office for more than twenty (20) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, or if the replacement County Commissioner does not fill the vacancy on the ~~Historical Commission~~Board of Trustees within thirty (30) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, then the County Board acting collectively shall fill the vacancy, and the County Board shall be free to appoint any otherwise qualified member from any County Commissioner District, even if there is already a member from that County Commissioner District.

IIID. APPOINTMENT OF MONROE COUNTY ~~HISTORICAL COMMISSION MEMBERS~~MUSEUM SYSTEM BOARD OF TRUSTEES. Except as otherwise provided in this Ordinance, each of the nine (9) mandatory members of the ~~Historical Commission~~Board of Trustees shall be appointed by an individual County Commissioner, one (1) County Commissioner making one (1) ~~Historical Commission~~Board of Trustees member appointment. Also except as otherwise provided in this Ordinance, the appointment by a County Commissioner of a mandatory ~~Historical Commission~~Board of Trustees member shall be a resident of the County Commissioner District of the County Commissioner making the appointment. The appointment of the nine (9) mandatory ~~Historical Commission~~Board of Trustees members by the nine (9) County Commissioners shall be made at the beginning of each odd numbered year after the even numbered year in which the County Commissioners were elected or reelected, as soon after January 1 of the odd numbered year after the even numbered election year, as is reasonably possible. Until the appointment is made by a County Commissioner for the member of the ~~Historical Commission~~Board of Trustees, the previous member of the ~~Historical Commission~~Board of Trustees shall continue to be a member until replaced by the new appointment.

IIIE. ALTERNATIVE APPOINTMENT PROCESS. Every County Commissioner shall have the right, notwithstanding the previously stated appointment process of one (1) mandatory ~~Board of Trustees~~Historical Commission member appointed by one (1) County Commissioner from that County Commissioner's County Commissioner District, whereby the County Commissioner could choose an alternate appointment as provided in this Section IIIE. If

the County Commissioner so determines to choose by an alternate appointment process, the County Commissioner could choose to appoint a mandatory Board of Trustees~~Historical Commission~~ member who was not a resident of the County Commissioner's County Commissioner District. The appointee, if appointed by the County Commissioner under the alternate appointment process, could come from any County Commissioner District, even if another member of the Board of Trustees~~Historical Commission~~ was already appointed from that County Commissioner District. Any such alternative appointment made by the County Commissioner shall be for the same term of two (2) years.

~~**IIIF. TERMS OF EXISTING MEMBERS.** Notwithstanding what is stated above in this Ordinance, for those current members of the Historical Commission whose terms had not ended at the time of the adoption of this Ordinance as was in effect in 2015, they shall be able to continue to serve as Historical Commission members for the remainder of their previously stated terms. As the existing terms of those previously appointed members of the Historical Commission end, the appointment process provided by this Ordinance as was first placed in effect in 2015 shall control. Since the existing terms for the previously appointed members of the Historical Commission do not end at the same time, there shall be an order of priority for the County Commissioners to make appointments to the Historical Commission in accordance with the new procedure provided by this Ordinance as was first placed in effect in 2015, and that priority shall be established by the numbering of the County Commissioner Districts, one (1) through (9), with the County Commissioner from the first District to make the first available appointment, and the County Commissioner from the second District to make the second available appointment, and so on until all nine appointments are made in accordance with the procedures established by this Ordinance as was first placed in effect in 2015, except as follows: If there is an existing member of the Historical Commission from the appointing County Commissioner's District, the appointment shall transfer to the next numbered County Commissioner District, such as from the first District to the second District, if there is an existing member of the Historical Commission from the first District, and so on until there is a County Commissioner District without a member on the Historical Commission. If a lower numbered District is passed because there is an existing member of the Historical Commission from that District, the next time an appointment is to be made, the lowest numbered District that was passed shall have the first priority to make the appointment, and the appointment procedure shall proceed as stated above, except that any District which has had an appointment made under this Ordinance shall be passed.~~

IIIGF. REMOVAL OF MEMBERS FOR UNEXCUSED ABSENCES. After three (3) unexcused absences from a regular meeting of the Board of Trustees~~Historical Commission~~ a mandatory member of the Board of Trustees~~Historical Commission~~ may be removed. The process for removal is that the County Commissioner making the appointment, once notified of the three (3) unexcused absences, will be given the opportunity to remove the Board of

~~TrusteesHistorical Commission~~ member and replace that ~~Board of TrusteesHistorical Commission~~ member position with a new ~~Board of TrusteesHistorical Commission~~ member. Once notified of the three unexcused absences, the County Commissioner making the initial appointment shall have twenty (20) days to remove the member of the ~~Board of TrusteesHistorical Commission~~ for the three unexcused absences. If the appointing County Commissioner does not remove the member of the ~~Board of TrusteesHistorical Commission~~, the County Board acting collectively may take action to remove the member of the ~~Board of TrusteesHistorical Commission~~ after three (3) unexcused absences. After any removal of a member of ~~the Board of Trustees—the Historical Commission~~, a vacancy shall be created which will be filled in accordance with Section IIIHG below.

IIIHG. VACANCIES. If there ever is a vacancy created by a mandatory member of the ~~Board of TrusteesHistorical Commission~~ no longer being a member for any reason during a term, there shall be a vacancy created. Whenever there is a vacancy created, a replacement member of the ~~Board of TrusteesHistorical Commission~~ shall be appointed. The appointment shall be by the County Commissioner whose member position on the ~~Board of TrusteesHistorical Commission~~ is vacant, unless otherwise provided in this Ordinance. The County Commissioner shall have thirty (30) days to fill the vacancy in accordance with the regulations of Section IIID above, and if the County Commissioner fails to fill the vacancy, the County Board may collectively fill the vacancy, and in the event of the County Board filling the vacancy the appointee may come from any County Commissioner District, even if another member of the ~~Board of TrusteesHistorical Commission~~ has previously been appointed from that County Commissioner District. The newly appointed member of the ~~Board of TrusteesHistorical Commission~~ shall then fill out the remainder of the term for the vacancy that was created.

III-H. PAST CHAIRPERSON COMMISSIONER—TRUSTEE AND COMMISSIONER-TRUSTEE EMERITUS. A Chairperson of the ~~Board of TrusteesHistorical Commission~~ not being reappointed by a County Commissioner, if any, shall automatically be a voting member of the ~~Historical CommissionBoard of Trustees~~ for the next two (2) year term, and may, but is not required to be reappointed thereafter, but only if there is no subsequent Chairperson not being reappointed by a County Commissioner, who would automatically fill the position of Past Chairperson ~~CommissionerTrustee~~. The ~~Board of TrusteesHistorical Commission~~ may appoint up one (1) ~~Commissioner-Trustee~~ Emeritus as a voting member for a two (2) year term, and that appointment can be, but is not required to be extended by reappointment for a future two (2) year term. To qualify for appointment as a ~~Commissioner-Trustee~~ Emeritus, the person must be an outgoing member of the ~~Board of TrusteesHistorical Commission~~ not being reappointed, who has served for no less than twelve (12) continuous years immediately previous to the end of the person's appointment. Appointment or reappointment of a ~~Commissioner-Trustee~~ Emeritus is never required, and the position may be left unfilled at any time. A Past Chairperson

~~Commissioner-Trustee~~ and a ~~Commissioner-Trustee~~ Emeritus may be removed for any reason at any time by a majority vote of the other members of the ~~Board of TrusteesHistorical Commission~~.

ARTICLE IV. **COMPENSATION**

IVA. The members of the ~~Board of TrusteesHistorical Commission~~ shall be compensated at such rate as the County Board in its discretion may determine, but such members shall not be paid for meetings in excess of twelve (12) meetings per year.

ARTICLE V. **ORGANIZATION**

VA. The ~~Board of TrusteesHistorical Commission~~ shall organize annually after the beginning of each year by electing a Chairperson, a Vice Chairperson, and a Secretary, from its nine (9) member membership, and shall adopt its own rules of procedure and shall hold such meetings, either regular or special, as it may deem necessary to carry on its work.

ARTICLE VI. **DUTIES AND POWERS**

VIA. The ~~Board of TrusteesHistorical Commission~~ shall have charge of the administration of the ~~Monroe County Museum System, other County museums,~~ and their contents, and, within the provisions provided therefore in the County Board's budget for each fiscal year for the ~~Historical Commission and/or Monroe County Museum System~~, shall acquire, collect, own, and exhibit in the name of the County of Monroe and for and on behalf of the County Board, those items of the County's historical material and items determined by the ~~Historical Commission Monroe County Museum System~~ worthy to exhibit, and to educate and make grants for historical purposes. The ~~Historical Commission Monroe County Museum System~~ shall acquire, collect, and own, in addition to historical material and items, any such other items, such as equipment, supplies, and similar items, necessary for the effective operation of the ~~Monroe County Museum, and other County museums, System~~ and to further the purpose of advancing the historical interests of the County of Monroe. The ~~Historical Commission Monroe County Museum System Board of Trustees~~ may, in the name of the County of Monroe, acquire, take and hold by purchase, gift, devise, bequest, lease, or otherwise, such real and personal property as may be proper for carrying out the objects and functions for which the ~~Historical Commission Monroe County Museum System~~ was established. Acceptance, acquisition, disposal, or lease of real estate and/or buildings shall be subject to the approval of the County Board. Any property, real or personal, received in trust and accepted by the ~~Historical Commission Monroe County Museum System~~ for the County of Monroe or by the County Board for historical purposes, shall be held in conformity with the terms of the trust. The ~~Historical Commission Monroe County Museum System Board of Trustees~~ shall be in charge of the ~~Monroe County Museum System, and any other County museums,~~ and

historical artifacts or displays owned by the County of Monroe.

VIB. The ~~Historical Commission~~Board of Trustees may also approve grants, if it determines them worthwhile from a historical perspective, and if funding is sufficient and available, for historically relevant purposes in various geographical areas of the County of Monroe or for specific events or purposes of a historical nature. The ~~Historical Commission~~Board of Trustees may provide grant request forms and procedures for said grants.

ARTICLE VII. MUSEUM ~~SYSTEM~~ FUNDS

VIIA. GENERAL FUNDING. All monies collected or received by the ~~Historical Commission~~Monroe County Museum System for Monroe County historical purposes, from any source whatsoever, shall belong to the County of Monroe and shall be held by the Monroe County Treasurer, and such monies shall be used to offset and defray the expenses of, and to promote the purposes of the ~~Monroe County Museum~~System ~~and any other County museums,~~ and for other historical purposes as allowed in this Ordinance, as provided and permitted by the ~~Historical Commission's~~Monroe County Museum System's annual budget. The ~~Historical Commission~~Monroe County Museum System ~~Board of Trustees~~ shall assist with establishing an annual budget for the ~~Historical Commission~~Monroe County Museum System, ~~and the Monroe County Museum and other County museums,~~ and for other historical purposes as allowed in this Ordinance, and shall submit tentative budgets or requests for funding as requested by the Monroe County Administrator and/or the Monroe County Finance Department.

VIIIB. MILLAGE. Previous to the time of this Ordinance as was in effect in 2015, the County Board had proposed a millage for historical purposes to the electors of the County of Monroe, and the electors had voted in favor of the millage that was to support the Monroe County Museum and the preservation and display of the County's historical artifacts. There may be similar renewals or new millages voted into effect in the future. The current, and any future historical millage monies shall be utilized to offset and defray the expenses of, and to promote the purposes of the ~~Historical Commission~~Monroe County Museum System, ~~and the Monroe County Museum and other County museums,~~ and for other historical purposes as allowed in this Ordinance, and as allowed by the terms of the approved millage.

ARTICLE VIII. FUNCTIONS

VIIIA. The functions of the ~~Historical Commission~~Monroe County Museum System ~~Board of Trustees~~ shall be to further the interests of the County of Monroe and its citizens in all matters relating to the history of the County of Monroe and its environs, and to manage the ~~Monroe County Museum~~System ~~and other County museums,~~ and to sponsor educational opportunities of

an historical nature, and to accept, and approve or disapprove of making grants for the use of funded monies for said grants for historical purposes, specifically to various geographical areas of the County of Monroe. The ~~Historical Commission~~Monroe County Museum System may acquire and maintain appropriate exhibits and displays of an historical nature, cooperate and assist in educational and research programs of an historical nature, and issue historical bulletins and other publications.

ARTICLE IX. **HEADQUARTERS OF THE MONROE COUNTY ~~HISTORICAL COMMISSION~~MUSEUM SYSTEM**

IXA. The County Board shall provide for such quarters, equipment, and personnel as it deems necessary for the proper management and operation of the ~~Historical Commission and the Monroe County Museum and other County museums~~Monroe County Museum System. As of the adoption of this Ordinance in 201521, those quarters, equipment, and personnel are located at the Monroe County Museum, at 126 South Monroe Street in the City of Monroe, Michigan.

ARTICLE X. **ANNUAL REPORT**

X4. The ~~Historical Commission~~Board of Trustees shall, near the end of each calendar year, or as soon as is reasonably convenient thereafter, submit a written report to the County Board of the status and work of the ~~Historical Commission~~Monroe County Museum System during the preceding year, and the condition of the real property and personal property under the control of the ~~Historical Commission~~Monroe County Museum System, and the plans for any future proposed activities for the next calendar year. The ~~Historical Commission~~Board of Trustees shall also make such other reports as the County Board may, from time to time, require. All reports shall be made available to the public once presented to the County Board.

ARTICLE XI. **SEVERABILITY**

XIA. Should any section or provision of this Ordinance be declared by a court to be unconstitutional or invalid, such declarations shall not affect the validity of the Ordinance as a whole, or any part thereof other than the section or provision so declared to be unconstitutional or invalid.

ARTICLE XII. **EFFECTIVE DATE**

XIII.A. This Ordinance shall be in full force and effect upon adoption by the County Board and publication in a newspaper of general circulation in the County of Monroe, or as otherwise provided by law.

This Ordinance was adopted by the Monroe County Board of Commissioners at a regular meeting held at the Monroe County Board Chambers, Monroe County Courthouse, Monroe, Michigan, on the _____ day of _____, ~~2017~~2020, with the vote being as follows:

Voting in Favor:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Voting Against:

_____	_____
_____	_____
_____	_____

Abstained:

_____	_____
_____	_____

Absent:

_____	_____
_____	_____
_____	_____

MONROE COUNTY BOARD
OF COMMISSIONERS

By: _____
~~J. Henry Lievens~~ Mark R. Brant,

Chairman

ATTEST:

Sharon LemastersAnnamarie Osment,
Monroe County Clerk

CERTIFICATE OF COUNTY CLERK

I, Sharon LemastersAnnamarie Osment, certify that I am the duly elected and acting Clerk of the County of Monroe, Michigan, and I do hereby certify that the attached Monroe County ~~Historical Commission~~Museum System Ordinance is a true and complete copy of said Ordinance, duly adopted by a vote of a majority of all the members of the Monroe County Board of Commissioners of the County of Monroe at a regular meeting thereof held in the Chambers of the Board of Commissioners, Monroe County Courthouse, Monroe, Michigan, on the _____ day of _____, ~~2017~~20202, at which meeting a quorum was continually present and acting, and that said Ordinance became effective upon publication of the Ordinance or a Notice of the Adoption of the Ordinance on the _____ day of _____, ~~2017~~20202, in the Monroe ~~Evening~~ News, Monroe County, Michigan, a newspaper of general circulation in the County of Monroe.

WITNESS my official signature and the official seal of the County of Monroe, Michigan, this _____ day of _____, ~~2017~~20202.

MONROE COUNTY BOARD
OF COMMISSIONERS

By: _____
~~Sharon Lemasters~~ Annamarie Osment,
Monroe County Clerk

WTG/ble
COUNTY\historicalcommission.ordinance202002.changes

MONROE COUNTY MUSEUM SYSTEM ORDINANCE

REPEAL AND REPLACEMENT OF PREVIOUS MONROE COUNTY HISTORICAL COMMISSION ORDINANCE ADOPTED IN 1966 AND REPEALED BY ORDINANCE ADOPTED IN 2005 AND REPEALED BY ORDINANCE ADOPTED IN 2015 AND REPEALED BY ORDINANCE ADOPTED IN 2017

**ADOPTED BY THE BOARD OF COMMISSIONERS – _____,
2022**

ARTICLE I. REPEAL AND REPLACEMENT OF PRIOR ORDINANCE AND CONTINUATION OF THE MONROE COUNTY HISTORICAL COMMISSION TO BE KNOWN HEREAFTER AS THE MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES

IA. REPEAL AND REPLACEMENT. The Monroe County Historical Commission Ordinance, first adopted on October 17, 1966, and which was replaced by an amending Ordinance on February 8, 2005, and replaced again by an amending Ordinance on July 21, 2015, and replaced again by an amending Ordinance on March 21, 2017, is hereby repealed and replaced by this new amending Ordinance adopted in 2022, as of the effective date of this amending Ordinance. The Ordinance will hereafter be known as the “Monroe County Museum System Ordinance”.

IB. CONTINUED EFFECT. The Monroe County Historical Commission (hereafter, the “Historical Commission”), was first established in 1966, and has continued in effect up to the time of this amending Ordinance, adopted in 2022. Hereafter, the Monroe County Historical Commission shall be known as the Monroe County Museum System Board of Trustees.

ARTICLE II. TITLE, PURPOSE, AUTHORITY, AND JURISDICTION

IIA. TITLE. This Ordinance shall be known and may be cited as the Monroe County Museum System Ordinance.

IIB. PURPOSE. The Monroe County Board of Commissioners (hereafter, the “County Board”) has determined that it is in the best interests of the County of Monroe and its citizens to promote and advance the many historical interests involving the County of Monroe, including but not necessarily limited to the Monroe County Museum, other County museums, and other historical programs and services, (hereafter, the “Museum System”). The County Board has further determined that it wishes to replace the Historical Commission with the Museum System Board of Trustees (hereafter, the “Board of Trustees”), and to adjust certain other language.

IIC. AUTHORITY. This Ordinance is adopted under authority of Michigan Public Act 156 of the Public Acts of 1851, as amended, (specifically MCL 46.11), and Michigan Public Act 213 of the Public Acts of 1957, as amended (MCL 399.171-399.172), and not Act 169 of the Public Acts of 1970 for the reason that the Monroe County Historical Commission was established by

Ordinance before August 3, 1970.

IID. JURISDICTION. This Ordinance, and the regulations and procedures contained herein shall apply to and govern the Monroe County Museum System Board of Trustees, as originally established as the Monroe County Historical Commission in 1966, but renamed in 2020 to be the Monroe County Museum System Board of Trustees.

ARTICLE III. MONROE COUNTY MUSEUM SYSTEM AND MEMBERSHIP

IIIA. MUSEUM SYSTEM BOARD OF TRUSTEES ESTABLISHED. The Historical Commission was established by the original Monroe County Historical Commission Ordinance adopted by the County Board, or its predecessor, on October 17, 1966, and then was continued by a Monroe County Historical Commission Ordinance adopted by the County Board on February 8, 2005, and then was continued again by a Monroe County Historical Commission Ordinance adopted by the County Board on July 21, 2015, and then was continued again by a Monroe County Historical Commission Ordinance adopted by the County Board on March 21, 2017. This Ordinance shall continue the Historical Commission, but rename it to be the Museum System Board of Trustees.

IIIB. MEMBERS OF MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES. There shall be nine (9) mandatory members of the Board of Trustees to be appointed and serve in accordance with the provisions of this Ordinance. There may also be one Past Chairman Trustee and/or one (1) Trustee Emeritus appointed by the Board of Trustees from time to time. All members shall include only residents of the County of Monroe, and shall not include any person who has been convicted of a felony or violation of Section 12a(1) of Michigan Public Act 370 of the Public Acts of 1941, (MCL 38.412a), or who is ineligible for appointment pursuant to Article XI, Section 8, Constitution of the State of Michigan of 1963.

IIIC. TERM OF OFFICE. The term of office of the members of the Board of Trustees shall be two (2) years to match the terms of the Monroe County Commissioners of the County Board, (hereafter, the “County Commissioners” or “County Commissioner” for one), and shall begin on January 1 of every odd numbered year, or as soon thereafter as the appointment can be made, and shall end on December 31 of the next even numbered year, but shall temporarily extend past the two year term until a reappointment or new appointment of the position is made the next odd numbered year. A mandatory Board of Trustees’s term shall terminate sooner than the two year term if the appointing County Commissioner leaves office early for any reason, such as for death, resignation, or removal. Upon the effective date of the appointing County Commissioner leaving office early, the appointment made by the County Commissioner of the member of the

Board of Trustees shall then terminate early to coincide with the early termination of the County Commissioner's term. A vacancy would be created which would be filled by the replacement County Commissioner, but if that replacement does not take office for more than twenty (20) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, or if the replacement County Commissioner does not fill the vacancy on the Board of Trustees within thirty (30) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, then the County Board acting collectively shall fill the vacancy, and the County Board shall be free to appoint any otherwise qualified member from any County Commissioner District, even if there is already a member from that County Commissioner District.

IIID. APPOINTMENT OF MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES. Except as otherwise provided in this Ordinance, each of the nine (9) mandatory members of the Board of Trustees shall be appointed by an individual County Commissioner, one (1) County Commissioner making one (1) Board of Trustees member appointment. Also except as otherwise provided in this Ordinance, the appointment by a County Commissioner of a mandatory Board of Trustees member shall be a resident of the County Commissioner District of the County Commissioner making the appointment. The appointment of the nine (9) mandatory Board of Trustees members by the nine (9) County Commissioners shall be made at the beginning of each odd numbered year after the even numbered year in which the County Commissioners were elected or reelected, as soon after January 1 of the odd numbered year after the even numbered election year, as is reasonably possible. Until the appointment is made by a County Commissioner for the member of the Board of Trustees, the previous member of the Board of Trustees shall continue to be a member until replaced by the new appointment.

IIIE. ALTERNATIVE APPOINTMENT PROCESS. Every County Commissioner shall have the right, notwithstanding the previously stated appointment process of one (1) mandatory Board of Trustees member appointed by one (1) County Commissioner from that County Commissioner's County Commissioner District, whereby the County Commissioner could choose an alternate appointment as provided in this Section IIIE. If the County Commissioner so determines to choose by an alternate appointment process, the County Commissioner could choose to appoint a mandatory Board of Trustees member who was not a resident of the County Commissioner's County Commissioner District. The appointee, if appointed by the County Commissioner under the alternate appointment process, could come from any County Commissioner District, even if another member of the Board of Trustees was already appointed from that County Commissioner District. Any such alternative appointment made by the County Commissioner shall be for the same term of two (2) years.

IIIF. REMOVAL OF MEMBERS FOR UNEXCUSED ABSENCES. After three (3)

unexcused absences from a regular meeting of the Board of Trustees a mandatory member of the Board of Trustees may be removed. The process for removal is that the County Commissioner making the appointment, once notified of the three (3) unexcused absences, will be given the opportunity to remove the Board of Trustees member and replace that Board of Trustees member position with a new Board of Trustees member. Once notified of the three unexcused absences, the County Commissioner making the initial appointment shall have twenty (20) days to remove the member of the Board of Trustees for the three unexcused absences. If the appointing County Commissioner does not remove the member of the Board of Trustees, the County Board acting collectively may take action to remove the member of the Board of Trustees after three (3) unexcused absences. After any removal of a member of the Board of Trustees, a vacancy shall be created which will be filled in accordance with Section IIIG below.

IIIG. VACANCIES. If there ever is a vacancy created by a mandatory member of the Board of Trustees no longer being a member for any reason during a term, there shall be a vacancy created. Whenever there is a vacancy created, a replacement member of the Board of Trustees shall be appointed. The appointment shall be by the County Commissioner whose member position on the Board of Trustees is vacant, unless otherwise provided in this Ordinance. The County Commissioner shall have thirty (30) days to fill the vacancy in accordance with the regulations of Section IIID above, and if the County Commissioner fails to fill the vacancy, the County Board may collectively fill the vacancy, and in the event of the County Board filling the vacancy the appointee may come from any County Commissioner District, even if another member of the Board of Trustees has previously been appointed from that County Commissioner District. The newly appointed member of the Board of Trustees shall then fill out the remainder of the term for the vacancy that was created.

IIII. PAST CHAIRPERSON TRUSTEE AND TRUSTEE EMERITUS. A Chairperson of the Board of Trustees not being reappointed by a County Commissioner, if any, shall automatically be a voting member of the Board of Trustees for the next two (2) year term, and may, but is not required to be reappointed thereafter, but only if there is no subsequent Chairperson not being reappointed by a County Commissioner, who would automatically fill the position of Past Chairperson Trustee. The Board of Trustees may appoint up one (1) Trustee Emeritus as a voting member for a two (2) year term, and that appointment can be, but is not required to be extended by reappointment for a future two (2) year term. To qualify for appointment as a Trustee Emeritus, the person must be an outgoing member of the Board of Trustees not being reappointed, who has served for no less than twelve (12) continuous years immediately previous to the end of the person's appointment. Appointment or reappointment of a Trustee Emeritus is never required, and the position may be left unfilled at any time. A Past Chairperson Trustee and a Trustee Emeritus may be removed for any reason at any time by a majority vote of the other members of the Board of Trustees.

ARTICLE IV.

COMPENSATION

IVA. The members of the Board of Trustees shall be compensated at such rate as the County Board in its discretion may determine, but such members shall not be paid for meetings in excess of twelve (12) meetings per year.

ARTICLE V.

ORGANIZATION

VA. The Board of Trustees shall organize annually after the beginning of each year by electing a Chairperson, a Vice Chairperson, and a Secretary, from its nine (9) member membership, and shall adopt its own rules of procedure and shall hold such meetings, either regular or special, as it may deem necessary to carry on its work.

ARTICLE VI.

DUTIES AND POWERS

VIA. The Board of Trustees shall have charge of the administration of the Museum System, and their contents, and, within the provisions provided therefore in the County Board's budget for each fiscal year for the Museum System, shall acquire, collect, own, and exhibit in the name of the County of Monroe and for and on behalf of the County Board, those items of the County's historical material and items determined by the Museum System worthy to exhibit, and to educate and make grants for historical purposes. The Museum System shall acquire, collect, and own, in addition to historical material and items, any such other items, such as equipment, supplies, and similar items, necessary for the effective operation of the Museum System and to further the purpose of advancing the historical interests of the County of Monroe. The Board of Trustees may, in the name of the County of Monroe, acquire, take and hold by purchase, gift, devise, bequest, lease, or otherwise, such real and personal property as may be proper for carrying out the objects and functions for which the Museum System was established. Acceptance, acquisition, disposal, or lease of real estate and/or buildings shall be subject to the approval of the County Board. Any property, real or personal, received in trust and accepted by the Museum System for the County of Monroe or by the County Board for historical purposes, shall be held in conformity with the terms of the trust. The Board of Trustees shall be in charge of the Museum System and historical artifacts or displays owned by the County of Monroe.

VIB. The Board of Trustees may also approve grants, if it determines them worthwhile from a historical perspective, and if funding is sufficient and available, for historically relevant purposes in various geographical areas of the County of Monroe or for specific events or purposes of a historical nature. The Board of Trustees may provide grant request forms and procedures for said grants.

ARTICLE VII. MUSEUM SYSTEM FUNDS

VIIA. GENERAL FUNDING. All monies collected or received by the Museum System for Monroe County historical purposes, from any source whatsoever, shall belong to the County of Monroe and shall be held by the Monroe County Treasurer, and such monies shall be used to offset and defray the expenses of, and to promote the purposes of the Museum System and for other historical purposes as allowed in this Ordinance, as provided and permitted by the Museum System's annual budget. The Board of Trustees shall assist with establishing an annual budget for the Museum System and for other historical purposes as allowed in this Ordinance, and shall submit tentative budgets or requests for funding as requested by the Monroe County Administrator and/or the Monroe County Finance Department.

VIIIB. MILLAGE. Previous to the time of this Ordinance as was in effect in 2015, the County Board had proposed a millage for historical purposes to the electors of the County of Monroe, and the electors had voted in favor of the millage that was to support the Monroe County Museum and the preservation and display of the County's historical artifacts. There may be similar renewals or new millages voted into effect in the future. The current, and any future historical millage monies shall be utilized to offset and defray the expenses of, and to promote the purposes of the Museum System and for other historical purposes as allowed in this Ordinance, and as allowed by the terms of the approved millage.

ARTICLE VIII. FUNCTIONS

VIIIA. The functions of the Board of Trustees shall be to further the interests of the County of Monroe and its citizens in all matters relating to the history of the County of Monroe and its environs, and to manage the Museum System, and to sponsor educational opportunities of an historical nature, and to accept, and approve or disapprove of making grants for the use of funded monies for said grants for historical purposes, specifically to various geographical areas of the County of Monroe. The Museum System may acquire and maintain appropriate exhibits and displays of an historical nature, cooperate and assist in educational and research programs of an historical nature, and issue historical bulletins and other publications.

ARTICLE IX. HEADQUARTERS OF THE MONROE COUNTY MUSEUM SYSTEM

IXA. The County Board shall provide for such quarters, equipment, and personnel as it deems necessary for the proper management and operation of the Museum System. As of the adoption of this Ordinance in 2021, those quarters, equipment, and personnel are located at the

Monroe County Museum, at 126 South Monroe Street in the City of Monroe, Michigan.

ARTICLE X. **ANNUAL REPORT**

X4. The Board of Trustees shall, near the end of each calendar year, or as soon as is reasonably convenient thereafter, submit a written report to the County Board of the status and work of the Museum System during the preceding year, and the condition of the real property and personal property under the control of the Museum System, and the plans for any future proposed activities for the next calendar year. The Board of Trustees shall also make such other reports as the County Board may, from time to time, require. All reports shall be made available to the public once presented to the County Board.

ARTICLE XI. **SEVERABILITY**

XIA. Should any section or provision of this Ordinance be declared by a court to be unconstitutional or invalid, such declarations shall not affect the validity of the Ordinance as a whole, or any part thereof other than the section or provision so declared to be unconstitutional or invalid.

ARTICLE XII. **EFFECTIVE DATE**

XIIA. This Ordinance shall be in full force and effect upon adoption by the County Board and publication in a newspaper of general circulation in the County of Monroe, or as otherwise provided by law.

This Ordinance was adopted by the Monroe County Board of Commissioners at a regular meeting held at the Monroe County Board Chambers, Monroe County Courthouse, Monroe, Michigan, on the _____ day of _____, 2022, with the vote being as follows:

Voting in Favor: _____ _____
 _____ _____
 _____ _____

Voting Against:

Abstained:

Absent:

MONROE COUNTY BOARD
OF COMMISSIONERS

By: _____
Mark R. Brant, Chairman

ATTEST:

Annamarie Osment,
Monroe County Clerk

CERTIFICATE OF COUNTY CLERK

I, Annamarie Osment, certify that I am the duly elected and acting Clerk of the County of Monroe, Michigan, and I do hereby certify that the attached Monroe County Museum System Ordinance is a true and complete copy of said Ordinance, duly adopted by a vote of a majority of all the members of the Monroe County Board of Commissioners of the County of Monroe at a regular meeting thereof held in the Chambers of the Board of Commissioners, Monroe County Courthouse, Monroe, Michigan, on the _____ day of _____, 2022, at which meeting a quorum was continually present and acting, and that said Ordinance became

effective upon publication of the Ordinance or a Notice of the Adoption of the Ordinance on the _____ day of _____, 2022, in the Monroe News, Monroe County, Michigan, a newspaper of general circulation in the County of Monroe.

WITNESS my official signature and the official seal of the County of Monroe, Michigan, this _____ day of _____, 2022.

MONROE COUNTY BOARD
OF COMMISSIONERS

By: _____
Annamarie Osment,
Monroe County Clerk

WTG/blc
COUNTY\historicalcommission.ordinance2022.clean

**NOTICE OF ADOPTION
OF
A REPLACEMENT OF THE
MONROE COUNTY HISTORICAL COMMISSION ORDINANCE**

Ordinance No. 001-21

TAKE NOTICE that on _____, 2022, the Monroe County Board of Commissioners adopted an Ordinance commonly known as the Monroe County Historical Commission Ordinance, which made changes to and replaced the existing Monroe County Historical Commission Ordinance. A copy of said Ordinance is available at the offices of the Monroe County Clerk and the Monroe County Board of Commissioners for public review and inspection. Pursuant to Section 11 of Act 156 of the Michigan Public Acts of 1851, MCL 46.11(j), the electors have a right of referendum relative to said Ordinance. This Ordinance shall become effective when this Notice of Adoption is published, subject to a referendum.

Dated: _____, 2022

Mark R. Brant, Chairman
Monroe County Board of Commissioners

Address: 125 East Second Street
Monroe, Michigan 48161

Telephone: (734) 240-7003

I, Annamarie Osment, as Clerk for the County of Monroe, hereby certify and attest that the Ordinance referenced above was duly adopted by the members of the Monroe County Board of Commissioners on _____, 2022.

Dated: _____, 2022

Annamarie Osment, Monroe County Clerk

Address: 106 East First Street
Monroe, Michigan 48161

Telephone: (734) 240-7020

Adopted: _____, 2022

Published and Effective: _____, 2022



Mark Brant, Chairman

Monroe County Board of Commissioners

Representing District 2

125 East Second Street, Monroe, MI 48161

Telephone: 734.240.7003

E-mail: mbrantdist2@gmail.com

January 12, 2022

Monroe County Board of Commissioners
125 East Second Street
Monroe, MI 48161

Re: 2022 Committee Appointments

Dear Commissioners:

After reviewing the various committees, boards and commissions along with your individual requests, I have prepared the appointments as set forth on the attached 2022 Committee Roster. If during the course of the year any Commissioner has a conflict with his/her normally scheduled meeting obligations, please let me know so that the appropriate change can be made timely to keep the committees staffed.

I look forward to your continued constructive and collaborative efforts throughout 2022 as the governing board leads the organization.

Please accept the communication and place on file as a permanent record of the appointments.

Sincerely,

Mark Brant, Chairman
Monroe County Board of Commissioners

Committee Name	Meeting Location	Meeting Dates	Meeting Times	Number of Appointments	Comments
Operations Committee	BOC Chambers	At the call of the Chair	TBA	5	Randy Richardville - Chairman Mark Brant George Jondro Greg Moore, Jr. David Swartout
Physical Resources Committee	BOC Chambers	At the call of the Chair	TBA	4	David Swartout - Chairman Dawn Asper Greg Moore, Jr. George Jondro
Monroe County Business Development Corporation	First Merchants Bank 102 E. Front. St. 2nd Floor Board Room	Bi-Monthly, 2nd Wednesday, beginning January	8:00 AM	1 Primary 1 Alternate	Primary-Greg Moore, Jr. Alternate-Randy Richardville
Economic Development Corporation	First Merchants Bank 10 Washington St. 4th Floor Board Room	Quarterly, 2nd Tuesday of March, June, September & December	8:00 AM	2	David Swartout Randy Richardville
Monroe County Land Bank	BOC Chambers	At the call of the Chair	TBA	1	Mark Brant
Parks & Recreation Commission	BOC Chambers / Park Sites	1st Monday of the month	6:00 PM	1	David Hoffman
9-1-1 District Board	9-1-1 Office 987 S. Raisinville Rd.	4th Tuesday, Every other month beginning in January	9:00 AM	1	David Hoffman
Monroe County Retiree Health Care Board of Trustees	BOC Chambers	Quarterly, 4th Monday of January, April, July, October	3:00 PM	1	Dawn Asper
Retirement Board	Library Service Center 840 S. Roessler St.	Quarterly, 4th Monday of January, April, July, October	1:00 PM	2- One must be either Board Chair or Vice-Chair	Randy Richardville Sharon Lemasters
Monroe County Opportunity Program (MCOP) Board of Directors	MCOP Office 1140 S. Telegraph	4th Wednesday of the month	5:30 PM	1 Primary 1 Alternate	Primary-David Swartout Alternate-Sharon Lemasters
Monroe Community Mental Health Authority	1001 S. Raisinville Rd.	4th Thursday of the month	6:00 PM	1	Dawn Asper
Area Agency on Aging 1B Board of Directors	29100 Northwestern Hwy. Suite 400 Southfield, MI 48034	4th Friday of the month	9:30 AM	1 Primary	Dawn Asper
SEMOG General Assembly	1001 Woodward Ave. Suite 1400 Detroit, MI 48226	March & October	TBA	2 Primary 2 Alternates	Primary 1-Randy Richardville Alternate 1-Jeff McBee Primary 2-David P. Thompson Alternate 2-Michael Bosanac

SEMCOG Budget and Finance Committee	1002 Woodward Ave. Suite 1400 Detroit, MI 48226	4th Friday of the month	11:00 AM	2 Primary 2 Alternates	Michael Bosanac - Primary Jeff McBee - Alternate
TMACOG General Assembly	TMACOG Board Room 300 Martin Luther King Dr. Toledo, OH 43604	3rd Wednesday in March, June & October; 2nd Wednesday in December	10:00 AM	1 Primary 1 Alternate	Primary-Greg Moore, Jr. Alternate-David Thompson
TMACOG Waste Water Committee- Areawide Water Quality Management Plan	TMACOG Board Room 300 Martin Luther King Dr. Toledo, OH 43604	1st Wednesday of February, May, August & November	1:00 PM	1	Ryan Simmons
Village of Dundee Local Development Finance Authority	TBA	TBA	TBA	1	Randy Richardville
River Raisin Watershed Council	320 Springbrook Ave., Ste. 102 Adrian, MI 49221	3rd Tuesday of the month	10:30 AM	1 Primary 1 Alternate	Primary-David Hoffman Alternate-Larry Feldpausch
Southeast Government Alliance (SEGA)	25363 Eureka Rd. Taylor, MI 48180	Quarterly	TBA	1	Michael Bosanac
Solid Waste Management Planning Committee	Public Health Department 2353 South Custer Rd.	At the Call of the Chair	TBA	1	Sharon Lemasters
Community Mental Health Partnership of Southeast Michigan (CMHPSM)	3005 Boardwalk, Ste. 200 Patrick Barrie Room Ann Arbor, MI 48108	4th Thursday of the month	9:30 AM	2	Mr. Thomas Waldecker (10/1/2020- 9/30/2023) Ms. Kim Comerzan (10/1/2018-9/30/2021)
Community Corrections Advisory Committee	BOC Chambers	Quarterly / 2nd Tuesday	12:00 noon	1 Primary 1 Alternate	Primary-David Hoffman Alternate-Michael Bosanac

**MONROE COUNTY BOARD OF COMMISSIONERS
COUNTY OF MONROE**

REVISED BYLAWS & RULES OF PROCEDURE FOR 2022

PROPOSED CHANGES

FIRST CHANGE

The outside Cover of the Bylaws booklet will be changed to reflect that the Bylaws & Rules of Procedure are updated as of some date in January, 2022.

SECOND CHANGE

In Section 3.1, entitled “Regular Meetings”, in ARTICLE III, entitled “Board of Commissioner Meetings”, the first subparagraph of paragraph 1 shall be rewritten to make it more clear, as follows:

ARTICLE III

BOARD OF COMMISSIONER MEETINGS

3.1 Regular Meetings:

Except as otherwise required by law or these Bylaws, the Regular Meetings of the Board shall be held as follows:

1. The County Board of Commissioners shall meet regularly on the first and third Tuesday of each month at a time set by the Chairperson. The first Tuesday of January of each year that is not a designated County holiday, shall be set aside for the Organizational Meeting (see Section 3.4 below), *but the Organizational meeting may be set at another time and/or day in January*. At the option and call of the County Board Chairperson, the Board may meet on the second, fourth and/or fifth (if there is a fifth) Tuesday of any particular month at a time set by the Chairperson. The optional Tuesday County Board meetings to be held on the second, fourth and/or fifth Tuesday of any particular month, shall not be considered Special Meetings, but shall be considered optional Regular Meetings, at the call of the Chairperson. No Agenda Meeting shall be required for the optional Regular Meetings that are held on the second, fourth and/or fifth Tuesday of any particular month, but an Agenda Meeting may be called by the Chairperson at his or her option. *For special or important items or actions, such as for adopting the annual Budget, or for public hearings, or for scheduling and publishing*

purposes, or as deemed necessary by the County Board Chairperson, portions of a Regular Meeting may be scheduled for two or more starting times at the same meeting and on the same day. . . .

THIRD CHANGE

In Appendix C, entitled “Preparation of Regular Board Agendas”, in paragraphs 1 and 2, the policy of making agendas for County Board meetings was established. Appendix C shall be rewritten to make it more clear, as follows:

APPENDIX C

PREPARATION OF REGULAR BOARD AGENDAS

1. Purpose: The purpose of this policy is to provide for the preparation of regular Board Agendas and Committee agendas.

2. Statement of Policy:

2.1 All regular Board of Commissioners meeting agendas for its Regular Meetings, after being approved by the Chairperson of the County Board of Commissioners, shall be prepared by the Deputy Clerk/Administrative Assistant no later than 5:00 p.m. on the Friday preceding the Regular Meeting of the County Board. The agendas for all County Board Regular Meetings shall be faxed, mailed, e-mailed or delivered to all County Commissioners, no later than 5:30 p.m. on the Friday preceding the Regular Meeting of the County Board. *The County Board Chairperson shall determine what items are included on the agenda for a Regular Meeting of the County Board.* Any items being considered for placement on the Regular Meeting agenda must be presented *by a County Commissioner, or administrative staff, or elected official,* by 12:00 p.m. on Thursday preceding the Agenda Meeting, or if there is no Agenda Meeting, by 12:00 p.m. on the Thursday preceding the Regular Meeting of the County Board ~~to address the items to be placed on the agendas, except for those items being placed on the agenda by the Chairperson of the County Board of Commissioners for a Regular Meeting of the County Board.~~ *There may be a discussion of the proposed agenda items, but the County Board Chairperson shall make the final decision on what items are added to or included on the agenda for a Regular Meeting of the County Board. County Commissioners not successfully having an item placed on the agenda of a Regular Meeting may utilize a*

Special Meeting as provided for, and in accordance with law. The Chairperson of the County Board may add items to the agenda for a Regular Meeting of the County Board up until the time that the agenda is faxed, mailed, e-mailed or delivered to all of the County Commissioners. The Chairperson of the County Board or the County Administrator, or the Deputy Clerk/Administrative Assistant (or County Clerk), may submit supplemental materials relating to an existing agenda item at any time leading up to the beginning of the Regular Meeting of the County Board.

2.2 All County Board of Commissioners meeting agendas for Regular Meetings will be prepared by, or at the direction of the Chairperson of the County Board of Commissioners. Although not absolutely required for every agenda for a Regular Meeting of the County Board, the Chairperson shall seek the input of the Vice-Chairperson of the County Board of Commissioners, the Administrator/Chief Financial Officer, the Deputy Clerk/Administrative Assistant, and the general Legal Advisor. For a Regular Meeting of the County Board, the normal procedure will be to have an agenda meeting with the Chairperson and any of the following who are able to attend: Vice-Chairperson, County Administrator/Chief Financial Officer, Deputy Clerk/Administrative Assistant, and the general Legal Advisor. *County Commissioners, administrative staff and elected officials, may also attend.*

2.3 The purpose of the Agenda Meeting shall be to help review and identify items to be placed on the agenda of a Regular Meeting of the County Board of Commissioners, and to ensure that appropriate and sufficient information and supporting documents are included in the agenda packet upon which the County Board may reasonably act at the Regular Meeting. Any Agenda Meeting will be held at 5:00 p.m. on the Thursday before the regular County Board of Commissioners meeting, or when otherwise scheduled by the Chairperson of the County Board of Commissioners, or in his or her absence, the Vice-Chairperson or Administrator/Chief Financial Officer. The Chairperson of the County Board of Commissioners may, but is not required to have an Agenda Meeting for a *s*Special *m*Meeting and/or a rescheduled Regular Meeting of the County Board. The Chairperson of the County Board of Commissioners may, if special circumstances exist as determined by the Chairperson, prepare, or cause to be prepared an agenda for a Regular Meeting of the County Board of Commissioners, without having an Agenda Meeting, in which event, the Chairperson of the County Board of Commissioners

shall work with the County Administrator/Chief Financial Officer and/or the Deputy Clerk/Administrative Assistant to have the agenda(s) prepared and delivered as required in this Section 2.2. Other members of the County Board of Commissioners and administrative staff and elected officials, may participate and provide input into the Agenda Meetings. Supplemental information may be provided to the County Commissioners by the Chairperson of the County Board, or the County Administrator/Chief Financial Officer, or the Deputy Clerk/Administrative Assistant, up to the actual meeting.

FOURTH CHANGE

In Appendix E, the Open Meetings Act is printed. An updated version of the Open Meetings Act shall be inserted, and is attached hereto.

Respectfully submitted on January 13, 2022, for
consideration by the Monroe County Board of
Commissioners

By: _____
W. Thomas Graham (P-26548)
Lennard, Graham & Goldsmith, P.L.C.
222 Washington Street
Monroe, MI 48161
Telephone: (734) 242-9500

WTG/blc
COUNTY\bylawchanges2022.changes

**MONROE COUNTY BOARD OF COMMISSIONERS
COUNTY OF MONROE**

REVISED BYLAWS & RULES OF PROCEDURE FOR 2022

PROPOSED CHANGES

FIRST CHANGE

The outside Cover of the Bylaws booklet will be changed to reflect that the Bylaws & Rules of Procedure are updated as of some date in January, 2022.

SECOND CHANGE

In Section 3.1, entitled "Regular Meetings", in ARTICLE III, entitled "Board of Commissioner Meetings", the first subparagraph of paragraph 1 shall be rewritten to make it more clear, as follows:

ARTICLE III

BOARD OF COMMISSIONER MEETINGS

3.1 Regular Meetings:

Except as otherwise required by law or these Bylaws, the Regular Meetings of the Board shall be held as follows:

1. The County Board of Commissioners shall meet regularly on the first and third Tuesday of each month at a time set by the Chairperson. The first Tuesday of January of each year that is not a designated County holiday, shall be set aside for the Organizational Meeting (see Section 3.4 below), but the Organizational meeting may be set at another time and/or day in January. At the option and call of the County Board Chairperson, the Board may meet on the second, fourth and/or fifth (if there is a fifth) Tuesday of any particular month at a time set by the Chairperson. The optional Tuesday County Board meetings to be held on the second, fourth and/or fifth Tuesday of any particular month, shall not be considered Special Meetings, but shall be considered optional Regular Meetings, at the call of the Chairperson. No Agenda Meeting shall be required for the optional Regular Meetings that are held on the second, fourth and/or fifth Tuesday of any particular month, but an Agenda Meeting may be called by the Chairperson at his or her option. For special or

important items or actions, such as for adopting the annual Budget, or for public hearings, or for scheduling and publishing purposes, or as deemed necessary by the County Board Chairperson, portions of a Regular Meeting may be scheduled for two or more starting times at the same meeting and on the same day. . . .

THIRD CHANGE

In Appendix C, entitled "Preparation of Regular Board Agendas", in paragraphs 1 and 2, the policy of making agendas for County Board meetings was established. Appendix C shall be rewritten to make it more clear, as follows:

APPENDIX C

PREPARATION OF REGULAR BOARD AGENDAS

1. Purpose: The purpose of this policy is to provide for the preparation of regular Board Agendas and Committee agendas.

2. Statement of Policy:

2.1 All regular Board of Commissioners meeting agendas for its Regular Meetings, after being approved by the Chairperson of the County Board of Commissioners, shall be prepared by the Deputy Clerk/Administrative Assistant no later than 5:00 p.m. on the Friday preceding the Regular Meeting of the County Board. The agendas for all County Board Regular Meetings shall be faxed, mailed, e-mailed or delivered to all County Commissioners, no later than 5:30 p.m. on the Friday preceding the Regular Meeting of the County Board. The County Board Chairperson shall determine what items are included on the agenda for a Regular Meeting of the County Board. Any items being considered for placement on the Regular Meeting agenda must be presented by a County Commissioner, or administrative staff, or elected official, by 12:00 p.m. on Thursday preceding the Agenda Meeting, or if there is no Agenda Meeting, by 12:00 p.m. on the Thursday preceding the Regular Meeting of the County Board. There may be a discussion of the proposed agenda items, but the County Board Chairperson shall make the final decision on what items are added to or included on the agenda for a Regular Meeting of the County Board. County Commissioners not successfully having an item placed on the agenda of a Regular Meeting may utilize a Special

Meeting as provided for, and in accordance with law. The Chairperson of the County Board may add items to the agenda for a Regular Meeting of the County Board up until the time that the agenda is faxed, mailed, e-mailed or delivered to all of the County Commissioners. The Chairperson of the County Board or the County Administrator, or the Deputy Clerk/Administrative Assistant (or County Clerk), may submit supplemental materials relating to an existing agenda item at any time leading up to the beginning of the Regular Meeting of the County Board.

2.2 All County Board of Commissioners meeting agendas for Regular Meetings will be prepared by, or at the direction of the Chairperson of the County Board of Commissioners. Although not absolutely required for every agenda for a Regular Meeting of the County Board, the Chairperson shall seek the input of the Vice-Chairperson of the County Board of Commissioners, the Administrator/Chief Financial Officer, the Deputy Clerk/Administrative Assistant, and the general Legal Advisor. For a Regular Meeting of the County Board, the normal procedure will be to have an agenda meeting with the Chairperson and any of the following who are able to attend: Vice-Chairperson, County Administrator/Chief Financial Officer, Deputy Clerk/Administrative Assistant, and the general Legal Advisor. County Commissioners, administrative staff and elected officials, may also attend.

2.3 The purpose of the Agenda Meeting shall be to help review and identify items to be placed on the agenda of a Regular Meeting of the County Board of Commissioners, and to ensure that appropriate and sufficient information and supporting documents are included in the agenda packet upon which the County Board may reasonably act at the Regular Meeting. Any Agenda Meeting will be held at 5:00 p.m. on the Thursday before the regular County Board of Commissioners meeting, or when otherwise scheduled by the Chairperson of the County Board of Commissioners, or in his or her absence, the Vice-Chairperson or Administrator/Chief Financial Officer. The Chairperson of the County Board of Commissioners may, but is not required to have an Agenda Meeting for a Special Meeting and/or a rescheduled Regular Meeting of the County Board. The Chairperson of the County Board of Commissioners may, if special circumstances exist as determined by the Chairperson, prepare, or cause to be prepared an agenda for a Regular Meeting of the County Board of

Commissioners, without having an Agenda Meeting, in which event, the Chairperson of the County Board of Commissioners shall work with the County Administrator/Chief Financial Officer and/or the Deputy Clerk/Administrative Assistant to have the agenda(s) prepared and delivered as required in this Section 2.2. Other members of the County Board of Commissioners and administrative staff and elected officials, may participate and provide input into the Agenda Meetings. Supplemental information may be provided to the County Commissioners by the Chairperson of the County Board, or the County Administrator/Chief Financial Officer, or the Deputy Clerk/Administrative Assistant, up to the actual meeting.

FOURTH CHANGE

In Appendix E, the Open Meetings Act is printed. An updated version of the Open Meetings Act shall be inserted, and is attached hereto.

Respectfully submitted on January 13, 2022, for
consideration by the Monroe County Board of
Commissioners

By:



W. Thomas Graham (P-26548)
Lennard, Graham & Goldsmith, P.L.C.
222 Washington Street
Monroe, MI 48161
Telephone: (734) 242-9500

WTG/bic
COUNTY\bylawchanges2022.clean

APPENDIX E

OPEN MEETINGS ACT Act 267 of 1976

AN ACT to require certain meetings of certain public bodies to be open to the public; to require notice and the keeping of minutes of meetings; to provide for enforcement; to provide for invalidation of governmental decisions under certain circumstances; to provide penalties; and to repeal certain acts and parts of acts.

History: 1976, Act 267, Eff. Mar. 31, 1977.

The People of the State of Michigan enact:

15.261 Short title; effect of act on certain charter provisions, ordinances, or resolutions.

Sec. 1. (1) This act shall be known and may be cited as the "Open meetings act".

(2) This act shall supersede all local charter provisions, ordinances, or resolutions which relate to requirements for meetings of local public bodies to be open to the public.

(3) After the effective date of this act, nothing in this act shall prohibit a public body from adopting an ordinance, resolution, rule, or charter provision which would require a greater degree of openness relative to meetings of public bodies than the standards provided for in this act.

History: 1976, Act 267, Eff. Mar. 31, 1977.

15.262 Definitions.

Sec. 2. As used in this act:

(a) "Public body" means any state or local legislative or governing body, including a board, commission, committee, subcommittee, authority, or council, that is empowered by state constitution, statute, charter, ordinance, resolution, or rule to exercise governmental or proprietary authority or perform a governmental or proprietary function; a lessee of such a body performing an essential public purpose and function pursuant to the lease agreement; or the board of a nonprofit corporation formed by a city under section 4o of the home rule city act, 1909 PA 279, MCL 117.4o.

(b) "Meeting" means the convening of a public body at which a quorum is present for the purpose of deliberating toward or rendering a decision on a public policy, or any meeting of the board of a nonprofit corporation formed by a city under section 4o of the home rule city act, 1909 PA 279, MCL 117.4o.

(c) "Closed session" means a meeting or part of a meeting of a public body that is closed to the public.

(d) "Decision" means a determination, action, vote, or disposition upon a motion, proposal, recommendation, resolution, order, ordinance, bill, or measure on which a vote by members of a public body is required and by which a public body effectuates or formulates public policy.

History: 1976, Act 267, Eff. Mar. 31, 1977;—Am. 2001, Act 38, Imd. Eff. July 11, 2001.

15.263 Meetings, decisions, and deliberations of public body; requirements; attending or addressing meeting of public body; COVID-19 safety measures; tape-recording, videotaping, broadcasting, and telecasting proceedings; accommodation of absent members; remote attendance; rules; exclusion from meeting; exemptions.

Sec. 3. (1) All meetings of a public body must be open to the public and must be held in a place available to the general public. All persons must be permitted to attend any meeting except as otherwise provided in this act. The right of a person to attend a meeting of a public body includes the right to tape-record, to videotape, to broadcast live on radio, and to telecast live on television the proceedings of a public body at a public meeting. The exercise of this right does not depend on the prior approval of the public body. However, a public body may establish reasonable rules and regulations in order to minimize the possibility of disrupting the meeting. For a meeting of a public body held in person before April 1, 2021, the public body shall do both of the following:

(a) To the extent feasible under the circumstances, ensure adherence to social distancing and mitigation measures recommended by the Centers for Disease Control and Prevention for purposes of preventing the spread of COVID-19, including the measure that an individual remain at least 6 feet from anyone from outside the individual's household.

(b) Adopt heightened standards of facility cleaning and disinfection to limit participant exposure to COVID-19, as well as protocols to clean and disinfect in the event of a positive COVID-19 case in the public body's meeting place.

(2) All decisions of a public body must be made at a meeting open to the public. For purposes of any meeting subject to this section, except a meeting of any state legislative body at which a formal vote is taken, the public body shall, subject to section 3a, establish the following procedures to accommodate the absence of

15.263a Electronic public meetings; telephonic or video conferencing; "agricultural commodity group" defined; permissibility under certain circumstances; 2-way communication required; advance notice of electronic meetings; availability of agenda; registration requirement prohibited; remote participation limited to military duty or medical condition.

Sec. 3a. (1) A meeting of a public body held, in whole or in part, electronically by telephonic or video conferencing in compliance with this section and, except as otherwise required in this section, all of the provisions of this act applicable to a nonelectronic meeting, is permitted by this act in the following circumstances:

(a) Before March 31, 2021 and retroactive to March 18, 2020, any circumstances, including, but not limited to, any of the circumstances requiring accommodation of absent members described in section 3(2).

(b) Subject to subdivision (d), on and after March 31, 2021 through December 31, 2021, only those circumstances requiring accommodation of members absent for the reasons described in section 3(2). For the purpose of permitting an electronic meeting due to a local state of emergency or state of disaster, this subdivision applies only as follows:

(i) To permit the electronic attendance of a member of the public body who resides in the affected area.

(ii) To permit the electronic meeting of a public body that usually holds its meetings in the affected area.

(c) Subject to subdivision (d), after December 31, 2021, only in the circumstances requiring accommodation of members absent due to military duty as described in section 3(2).

(d) On and after March 31, 2021, for a public body that is an agricultural commodity group, any circumstances, including, but not limited to, any of the circumstances requiring accommodation of absent members described in section 3(2). As used in this subdivision, "agricultural commodity group" means any of the following:

(i) A committee as that term is defined in section 2 of the agricultural commodities marketing act, 1965 PA 232, MCL 290.652.

(ii) The state beef industry commission created in section 3 of the beef industry commission act, 1972 PA 291, MCL 287.603.

(iii) The potato industry commission created in section 2 of 1970 PA 29, MCL 290.422.

(iv) The Michigan bean commission created in section 3 of 1965 PA 114, MCL 290.553.

(2) A meeting of a public body held electronically under this section must be conducted in a manner that permits 2-way communication so that members of the public body can hear and be heard by other members of the public body, and so that public participants can hear members of the public body and can be heard by members of the public body and other participants during a public comment period. A public body may use technology to facilitate typed public comments during the meeting submitted by members of the public participating in the meeting that may be read to or shared with members of the public body and other participants to satisfy the requirement under this subsection that members of the public be heard by others during the electronic meeting and the requirement under section 3(5) that members of the public be permitted to address the electronic meeting.

(3) Except as otherwise provided in subsection (8), a physical place is not required for an electronic meeting held under this section, and members of a public body and members of the public participating electronically in a meeting held under this section that occurs in a physical place are to be considered present and in attendance at the meeting for all purposes.

(4) If a public body directly or indirectly maintains an official internet presence that includes monthly or more frequent updates of public meeting agendas or minutes, the public body shall, in addition to any other notices that may be required under this act, post advance notice of a meeting held electronically under this section on a portion of the public body's website that is fully accessible to the public. The public notice on the website must be included on either the homepage or on a separate webpage dedicated to public notices for nonregularly scheduled or electronic public meetings that is accessible through a prominent and conspicuous link on the website's homepage that clearly describes its purpose for public notification of nonregularly scheduled or electronic public meetings. Subject to the requirements of this section, any scheduled meeting of a public body may be held as an electronic meeting under this section if a notice consistent with this section is posted at least 18 hours before the meeting begins. Notice of a meeting of a public body held electronically must clearly explain all of the following:

(a) Why the public body is meeting electronically.

(b) How members of the public may participate in the meeting electronically. If a telephone number, internet address, or both are needed to participate, that information must be provided specifically.

fully accessible to the public. The public notice on the website shall be included on either the homepage or on a separate webpage dedicated to public notices for nonregularly scheduled public meetings and accessible via a prominent and conspicuous link on the website's homepage that clearly describes its purpose for public notification of those nonregularly scheduled public meetings. The requirement of 18-hour notice does not apply to special meetings of subcommittees of a public body or conference committees of the state legislature. A conference committee shall give a 6-hour notice. A second conference committee shall give a 1-hour notice. Notice of a conference committee meeting shall include written notice to each member of the conference committee and the majority and minority leader of each house indicating time and place of the meeting.

(5) A meeting of a public body that is recessed for more than 36 hours shall be reconvened only after public notice that is equivalent to that required under subsection (4) has been posted. If either house of the state legislature is adjourned or recessed for less than 18 hours, the notice provisions of subsection (4) are not applicable. Nothing in this section bars a public body from meeting in emergency session in the event of a severe and imminent threat to the health, safety, or welfare of the public when 2/3 of the members serving on the body decide that delay would be detrimental to efforts to lessen or respond to the threat. However, if a public body holds an emergency public meeting that does not comply with the 18-hour posted notice requirement, it shall make paper copies of the public notice for the emergency meeting available to the public at that meeting. The notice shall include an explanation of the reasons that the public body cannot comply with the 18-hour posted notice requirement. The explanation shall be specific to the circumstances that necessitated the emergency public meeting, and the use of generalized explanations such as "an imminent threat to the health of the public" or "a danger to public welfare and safety" does not meet the explanation requirements of this subsection. If the public body directly or indirectly maintains an official internet presence that includes monthly or more frequent updates of public meeting agendas or minutes, it shall post the public notice of the emergency meeting and its explanation on its website in the manner described for an internet posting in subsection (4). Within 48 hours after the emergency public meeting, the public body shall send official correspondence to the board of county commissioners of the county in which the public body is principally located, informing the commission that an emergency public meeting with less than 18 hours' public notice has taken place. The correspondence shall also include the public notice of the meeting with explanation and shall be sent by either the United States postal service or electronic mail. Compliance with the notice requirements for emergency meetings in this subsection does not create, and shall not be construed to create, a legal basis or defense for failure to comply with other provisions of this act and does not relieve the public body from the duty to comply with any provision of this act.

(6) A meeting of a public body may only take place in a residential dwelling if a nonresidential building within the boundary of the local governmental unit or school system is not available without cost to the public body. For a meeting of a public body that is held in a residential dwelling, notice of the meeting shall be published as a display advertisement in a newspaper of general circulation in the city or township in which the meeting is to be held. The notice shall be published not less than 2 days before the day on which the meeting is held, and shall state the date, time, and place of the meeting. The notice shall be at the bottom of the display advertisement, set off in a conspicuous manner, and include the following language: "This meeting is open to all members of the public under Michigan's open meetings act".

(7) A durational requirement for posting a public notice of a meeting under this act is the time that the notice is required to be accessible to the public.

History: 1976, Act 267, Eff. Mar. 31, 1977;—Am. 1978, Act 256, Imd. Eff. June 21, 1978;—Am. 1982, Act 134, Imd. Eff. Apr. 22, 1982;—Am. 1984, Act 167, Imd. Eff. June 29, 1984;—Am. 2012, Act 528, Imd. Eff. Dec. 28, 2012.

15.266 Providing copies of public notice on written request; fee.

Sec. 6. (1) Upon the written request of an individual, organization, firm, or corporation, and upon the requesting party's payment of a yearly fee of not more than the reasonable estimated cost for printing and postage of such notices, a public body shall send to the requesting party by first class mail a copy of any notice required to be posted pursuant to section 5(2) to (5).

(2) Upon written request, a public body, at the same time a public notice of a meeting is posted pursuant to section 5, shall provide a copy of the public notice of that meeting to any newspaper published in the state and to any radio and television station located in the state, free of charge.

History: 1976, Act 267, Eff. Mar. 31, 1977.

15.267 Closed sessions; roll call vote; separate set of minutes.

Sec. 7. (1) A 2/3 roll call vote of members elected or appointed and serving is required to call a closed session, except for the closed sessions permitted under section 8(a), (b), (c), (g), (i), and (j). The roll call vote

(iii) A board of directors of a public school academy as described in section 502 of the revised school code, 1976 PA 451, MCL 380.502.

(iv) The local governing board of a public community or junior college as described in section 7 of article VIII of the state constitution of 1963.

(I) For a county veteran services committee to interview a veteran or a veteran's spouse or dependent regarding that individual's application for benefits or financial assistance and discuss that individual's application for benefits or financial assistance, if the applicant requests a closed hearing. This subdivision does not apply to a county veteran services committee voting on whether to grant or deny an individual's application for benefits or financial assistance. As used in this subdivision, "county veteran services committee" means a committee created by a county board of commissioners under section 1 of 1953 PA 192, MCL 35.621, or a soldiers' relief commission created under section 2 of 1899 PA 214, MCL 35.22.

(2) This act does not permit the independent citizens redistricting commission to meet in closed session for any purpose. As used in this subsection, "independent citizens redistricting commission" means the independent citizens redistricting commission for state legislative and congressional districts created in section 6 of article IV of the state constitution of 1963.

History: 1976, Act 267, Eff. Mar. 31, 1977;—Am. 1984, Act 202, Imd. Eff. July 3, 1984;—Am. 1993, Act 81, Eff. Apr. 1, 1994;—Am. 1996, Act 464, Imd. Eff. Dec. 26, 1996;—Am. 2018, Act 467, Eff. Mar. 27, 2019;—Am. 2021, Act 31, Imd. Eff. June 24, 2021;—Am. 2021, Act 166, Imd. Eff. Dec. 27, 2021.

Compiler's note: Enacting section 1 of Act 166 of 2021 provides:

"Enacting section 1. This amendatory act is intended to clarify that the independent citizens redistricting commission for state legislative and congressional districts, since its establishment under section 6 of article IV of the state constitution of 1963, has been required to conduct all of its business at open meetings, without exception and in a manner that invites wide public participation throughout this state, as provided in section 6(10) of article IV of the state constitution of 1963, and that the commission continues to be subject to this unqualified open meetings requirement."

15.269 Minutes.

Sec. 9. (1) Each public body shall keep minutes of each meeting showing the date, time, place, members present, members absent, any decisions made at a meeting open to the public, and the purpose or purposes for which a closed session is held. The minutes shall include all roll call votes taken at the meeting. The public body shall make any corrections in the minutes at the next meeting after the meeting to which the minutes refer. The public body shall make corrected minutes available at or before the next subsequent meeting after correction. The corrected minutes shall show both the original entry and the correction.

(2) Minutes are public records open to public inspection, and a public body shall make the minutes available at the address designated on posted public notices pursuant to section 4. The public body shall make copies of the minutes available to the public at the reasonable estimated cost for printing and copying.

(3) A public body shall make proposed minutes available for public inspection within 8 business days after the meeting to which the minutes refer. The public body shall make approved minutes available for public inspection within 5 business days after the meeting at which the minutes are approved by the public body.

(4) A public body shall not include in or with its minutes any personally identifiable information that, if released, would prevent the public body from complying with section 444 of subpart 4 of part C of the general education provisions act, 20 USC 1232g, commonly referred to as the family educational rights and privacy act of 1974.

History: 1976, Act 267, Eff. Mar. 31, 1977;—Am. 1982, Act 130, Imd. Eff. Apr. 20, 1982;—Am. 2004, Act 305, Imd. Eff. Aug. 11, 2004.

15.270 Decisions of public body; presumption; civil action to invalidate; jurisdiction; venue; reenactment of disputed decision.

Sec. 10. (1) Decisions of a public body shall be presumed to have been adopted in compliance with the requirements of this act. The attorney general, the prosecuting attorney of the county in which the public body serves, or any person may commence a civil action in the circuit court to challenge the validity of a decision of a public body made in violation of this act.

(2) A decision made by a public body may be invalidated if the public body has not complied with the requirements of section 3(1), (2), and (3) in making the decision or if failure to give notice in accordance with section 5 has interfered with substantial compliance with section 3(1), (2), and (3) and the court finds that the noncompliance or failure has impaired the rights of the public under this act.

(3) The circuit court shall not have jurisdiction to invalidate a decision of a public body for a violation of this act unless an action is commenced pursuant to this section within the following specified period of time:

(a) Within 60 days after the approved minutes are made available to the public by the public body except as otherwise provided in subdivision (b).

\$500,000.00. This civil fine is in addition to any other remedy or penalty under this act. To the extent possible, any payment of fines imposed under this section shall be paid from funds allocated by the institution of higher education to pay for the travel and expenses of the members of the governing board.

History: Add. 1996, Act 464, Imd. Eff. Dec. 26, 1996.

15.274 Repeal of MCL 15.251 to 15.253.

Sec. 14. Act No. 261 of the Public Acts of 1968, being sections 15.251 to 15.253 of the Compiled Laws of 1970, is repealed.

History: 1976, Act 267, Eff. Mar. 31, 1977.

15.275 Effective date.

Sec. 15. This act shall take effect January 1, 1977.

History: 1976, Act 267, Eff. Mar. 31, 1977.

**MONROE COUNTY BOARD OF COMMISSIONERS
COUNTY OF MONROE**

RESOLUTION TO ADOPT REVISED 2022 BYLAWS

THE COUNTY BOARD OF THE COUNTY OF MONROE, STATE OF MICHIGAN,
RESOLVES:

WHEREAS, the County Board of Commissioners of the County of Monroe, State of Michigan, has adopted a set of Bylaws & Rules of Procedure to govern and regulate the County Board; and

WHEREAS, the County Board updates its Bylaws & Rules of Procedure at least annually in the first part of each year; and

WHEREAS, the County Board did update its Bylaws & Rules of Procedure in early 2021, and that is the set of Bylaws & Rules of Procedure that have governed and are governing the County Board up to the time of this Resolution; and

WHEREAS, the County Board has reviewed proposed changes to the Bylaws & Rules of Procedure as presented in January of 2022 by W. Thomas Graham, Monroe County Legal Advisor, and desires to adopt an updated set of Bylaws & Rules of Procedure for 2022; and

WHEREAS, a copy of the proposed changes to the Bylaws & Rules of Procedure is attached hereto.

NOW THEREFORE, IT IS HEREBY RESOLVED, that the County Board of Commissioners hereby approves and adopts the revised set of Bylaws & Rules of Procedure for 2022, incorporating the changes attached to this Resolution.

IT IS FURTHER RESOLVED, that the revised set of Bylaws & Rules of Procedure for 2022, incorporating the changes attached to this Resolution shall hereafter govern and regulate the County Board of Commissioners from the date and time of this Resolution forward, and shall remain in effect until a new revised set of Bylaws & Rules of Procedure is adopted by the County Board of Commissioners.

IT IS FURTHER RESOLVED, that the County staff is hereby directed to cause the revised set of Bylaws & Rules of Procedure for 2022 to be printed and delivered to each of the County Commissioners.

THIS RESOLUTION WAS ADOPTED by the Monroe County Board of Commissioners at a regular meeting of the Monroe County Board of Commissioners held at the Monroe County Board Chambers, Monroe County Courthouse, Monroe County, Michigan, by an affirmative

vote of no less than two-thirds of the members of the County Board of Commissioners who are elected and serving, on this _____ day of January, 2022.

This Resolution was offered by Commissioner _____,
and supported by Commissioner _____.

A roll call vote was taken and this Resolution was passed by a vote of: _____

Those Commissioners voting in favor:

_____	_____
_____	_____
_____	_____
_____	_____

Those Commissioners voting against:

_____	_____
_____	_____

Those Commissioners abstaining:

The Resolution was declared adopted.

Mark Brant, Chairman
Monroe County Board of Commissioners

ATTEST:

Annamarie Osment, Monroe County Clerk
WTG/blc
COUNTY\resolution.adopt2022bylaws