

MONROE COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
DECEMBER 20, 2022

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe on Tuesday, December 20, 2022. Chairman Mark Brant called the meeting to order at 6:00 p.m.

II. ROLL CALL

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

| PRESENT       |                | ABSENT             |
|---------------|----------------|--------------------|
| David Hoffman | George Jondro  | Randy Richardville |
| Mark Brant    | David Vensel   | Greg Moore, Jr.    |
| Dawn Asper    | David Swartout | J. Henry Lievens   |

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

III. PLEDGE OF ALLEGIANCE

Commissioner Vensel led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Lisa Sanders led the Opening Prayer.

V. APPROVAL OF AGENDA

Motion by Commissioner Hoffman, supported by Commissioner Asper to approve the December 20, 2022 Regular Meeting Agenda as presented.

Voice vote taken. Motion carried.

VI. APPROVAL OF MINUTES (12/06/2022 Regular Meeting)

Motion by Commissioner Jondro, supported by Commissioner Asper to approve the minutes as presented for the December 6, 2022 Regular Meeting and waive the reading thereof.

Voice vote taken. Motion carried.

VII. PUBLIC COMMENT—None

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION—None

IX. FINANCE MATTERS

1. Approval of the 12/21/2022 Accounts Payable Current Claims Report in the amount of \$704,728.03.

Motion by Commissioner Hoffman, supported by Commissioner Asper to accept the 12/21/2022 Accounts Payable Current Claims Report in the amount of \$704,728.03. and approve payment of the claims.

Roll call by Clerk as follows:

| AYE           |                | NAY | EXCUSED            | ABSTAIN |
|---------------|----------------|-----|--------------------|---------|
| David Hoffman | George Jondro  |     | Randy Richardville |         |
| Mark Brant    | David Vensel   |     | Greg Moore, Jr.    |         |
| Dawn Asper    | David Swartout |     | J. Henry Lievens   |         |

Motion carried.

2. Resolution to Amend the 2022 Budget

Mr. Michael Bosanac updated the Board with a PowerPoint presentation.

1<sup>st</sup> Action:

Two (2) cost centers within General Fund:

- Elections (Cost Center 26200) needs \$50,000
- Medical Examiner (Cost Center 64800) needs \$86,465

Recommendation:

- a. Appropriate \$100,000 from 2022 Contingency Account
- b. Appropriate \$36,465 from General Fund Unreserved Fund Balance

Total: \$136,465

2<sup>nd</sup> Action:

Parks & Recreation Fund (208):

- Related to Monroe Loop Trail Project
- Funding needed to cover the advance engineering/survey work to get project ready for MDOT & bidding over winter.

Recommendation:

- a. Appropriate \$375,000 from General Fund Unreserved Fund Balance

Summary:

\$100,000 from Contingency Account

\$411,465 from General Fund Unreserved Fund Balance

\$511,465 Total

Financial Management Context:

12/31/2021 GF Unreserved Fund Balance was \$19,241,716

12/31/2021 Budget Stabilization Fund Balance was \$2,727,225

Motion by Commissioner Asper, supported by Commissioner Jondro to accept, place on file and approve the Resolution to Amend the 2022 Budget.

Roll call by Clerk as follows:

| AYE           |                | NAY | EXCUSED            | ABSTAIN |
|---------------|----------------|-----|--------------------|---------|
| David Hoffman | George Jondro  |     | Randy Richardville |         |
| Mark Brant    | David Vensel   |     | Greg Moore, Jr.    |         |
| Dawn Asper    | David Swartout |     | J. Henry Lievens   |         |

Motion carried.

X. CONSENT AGENDA

1. Approval of Non-Claims:

- a. Check Register dated 12/09/2022 in the amount of \$535,145.86
- b. Check Register dated 12/16/2022 in the amount of \$1,274,923.99.

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

Roll call by Clerk as follows:

| AYE           |                | NAY | EXCUSED            | ABSTAIN |
|---------------|----------------|-----|--------------------|---------|
| David Hoffman | George Jondro  |     | Randy Richardville |         |
| Mark Brant    | David Vensel   |     | Greg Moore, Jr.    |         |
| Dawn Asper    | David Swartout |     | J. Henry Lievens   |         |

Motion carried.

XI. COMMUNICATIONS

Board Action:

1. Letter dated December 12, 2022 from Mr. Mark Braunlich, Chief Judge, 38<sup>th</sup> Judicial Circuit Court, advising the Board of an award of \$20,000 Drug Court Planning Grant from the State Court Administrative Office to be used to prepare and plan for a specialty drug court. There are no matching funds required for the grant.

Chairman Brant read the request into the record. Commissioner Asper asked if there could be a consideration to combine some of the specialty courts because sometimes people have multiple issues and perhaps resources could be combined to serve more people. Judge Nichols, 38<sup>th</sup> Judicial Court commented that this is a Drug Court Planning Grant and it's to be used to

prepare and plan for the specialty Drug Court and there are no participants for this grant. Also, this Drug Court will be limited to serving people with drug problems.

Motion by Commissioner Hoffman, supported by Commissioner Asper to accept the communication, place it on file and approve the acceptance of the grant from State Court Administrative Office in the amount of \$20,000 with no matching funds.

Roll call by Clerk as follows:

| AYE           |                | NAY | EXCUSED            | ABSTAIN |
|---------------|----------------|-----|--------------------|---------|
| David Hoffman | George Jondro  |     | Randy Richardville |         |
| Mark Brant    | David Vensel   |     | Greg Moore, Jr.    |         |
| Dawn Asper    | David Swartout |     | J. Henry Lievens   |         |

Motion carried.

- Letter dated December 9, 2022 from Ms. Annamarie Osment, County Clerk, requesting approval to apply for and accept a Help America Vote Act (HAVA) Election Security Grant through the State of Michigan-Bureau of Elections in the amount of \$9,000 with no matching funds required. This grant will provide reimbursement for purchase of the election reporting software.

Chairman Brant read the request into the record.

Motion by Commissioner Swartout, supported by Commissioner Vensel to accept the communication, place it on file and approve the request to apply for and accept a Help America Vote Act (HAVA) Election Security Grant through the State of Michigan-Bureau of Elections in the amount of \$9,000 with no matching funds required.

Roll call by Clerk as follows:

| AYE           |                | NAY | EXCUSED            | ABSTAIN |
|---------------|----------------|-----|--------------------|---------|
| David Hoffman | George Jondro  |     | Randy Richardville |         |
| Mark Brant    | David Vensel   |     | Greg Moore, Jr.    |         |
| Dawn Asper    | David Swartout |     | J. Henry Lievens   |         |

Motion carried.

- Letter dated December 15, 2022 from Mr. Jeff McBee, Director Planning & Community Engagement requesting approval to confirm submission of a revised application for a Michigan Spark Grant in the amount of \$471,687.50 by adopting the Resolution of Authorization. The grant funds will be used for the development of the donated property located at the Southwest corner of North Custer and S. Raisinville Roads. No matching funds are required.

Chairman Brant read the request into the record.

Motion by Commissioner Hoffman, supported by Commissioner Jondro to accept the communication, place it on file and approve confirming the request to submit a revised application for a Michigan Spark Grant in the amount of \$471,687.50 with no matching funds required, and adopt the accompanying resolution.

Roll call by Clerk as follows:

| AYE           |                | NAY | EXCUSED            | ABSTAIN |
|---------------|----------------|-----|--------------------|---------|
| David Hoffman | George Jondro  |     | Randy Richardville |         |
| Mark Brant    | David Vensel   |     | Greg Moore, Jr.    |         |
| Dawn Asper    | David Swartout |     | J. Henry Lievens   |         |

Motion carried.

- Letter dated December 15, 2022 from Mr. Jeff McBee, Director, Planning & Community Engagement and Ms. Cheryl Rivard, Chairwoman of the Commission on Aging recommending Ms. Barbara Turner, Monroe, Michigan be reappointed as the Monroe County Older Adult Representative on the Area Agency on Aging 1-B for a two-year term commencing January 1, 2023 and ending December 31, 2024.

Chairman Brant read the request into the record.

Motion by Commissioner Swartout, supported by Commissioner Hoffman to accept the communication, place it on file and approve the request to reappoint Ms. Barbara Turner as the Monroe County Older Adult Representative on the Area Agency on Aging 1-B for a two-year term commencing January 1, 2023 and ending December 31, 2023.

Voice vote taken. Motion carried.

- Letter dated December 20, 2022 from Chairman Mark Brant, submitting the year-end 2022-progress report of the Monroe County Board of Commissioners 2021-2022 Goals.

[Link](#) to Board of Commissioners 2021-2022 Goals progress report.

Mr. Bosanac updated the Board with a PowerPoint presentation.

Summary report of 2021-2022 goals:

| <u>Goal Results:</u>       | <u>Goals</u> | <u>Done</u> | <u>Partial</u> | <u>Not Done</u> |
|----------------------------|--------------|-------------|----------------|-----------------|
| Public Safety              | 8            | 6           | 1              | 1               |
| Economic Development       | 5            | 5           |                |                 |
| Capital Outlay Investments |              |             |                |                 |
| ▪ Technology               | 3            | 2           |                | 1               |
| ▪ Facilities               | 3            | 3           |                |                 |

|                                         |    |    |   |   |
|-----------------------------------------|----|----|---|---|
| Public Health Programs & Services       | 3  | 3  |   |   |
| Governance/Intergovernmental/Operations | 21 | 17 | 2 | 2 |

|                                 |                     |                     |
|---------------------------------|---------------------|---------------------|
| <u>43 Goals</u>                 | <u>Yr. End 2022</u> | <u>Yr. End 2021</u> |
| 36 Goals Done or Implemented    | 84%                 | 77%                 |
| 3 Goals Partially Implemented   | 7%                  | 11%                 |
| Goals Done or Partially Done    | 91%                 | 88%                 |
| 4 Goals Not Done or Implemented | 9%                  | 12%                 |

Motion by Commissioner Jondro, supported by Commissioner Asper to accept the communication with accompanying report and place on file.

Voice vote taken. Motion carried.

XII. PUBLIC HEARINGS—None

XIII. OLD BUSINESS—None

XIV. NEW BUSINESS—None

XV. PUBLIC COMMENT—None

XVI. ANNOUNCEMENTS

- a. Copies of any Tributes or Certificates issued since December 6, 2022 meeting: Judge Jack Vitale's Special Tribute Recognizing his Retirement

XVIII. MEMBERS TIME

Commissioner Hoffman—Merry Christmas and thanks for coming out. Have a safe holiday and good luck with the Road Commission with this first major storm.

Commissioner Vensel—Talked about what an asset Judge Jack Vitale has been to the community. He gave an example of how Judge Vitale helped students with a model judiciary program and they won the competition in Lansing. He served his community with many initiatives within the courts but also outside the courts and this was just one example of that.

Commissioner Asper—I want to congratulate Judge Vitale as well. Compassion in Mental Health Court. Less likely to be able to comply. More willing to try because of his compassion towards them. I was unable to come to the retirement on Thursday. I'm sure he will be serving our community in another way.

Commissioner Swartout—Merry Christmas and Happy Holidays to everyone. Stay safe.

Commissioner Jondro—Judge Vitale is a great person and I've known him before he was a judge. He was an asset to the community and he still is. It's been a pleasure working with everybody, the Board

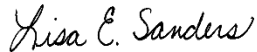
of Commissioners, the staff, Legal Counsel, the employees and all my constituents. It's been a great time and I wish everyone a very Merry Christmas.

Mr. Bosanac—I sent out a notice of the Oath of Office for the Commissioners for 5:30 p.m., January 10, 2023 prior to your Organizational Meeting. If you have any items underneath the dais that you want to recycle, let us know. We are going to be preparing for the carpet installation. When you come back on the 10<sup>th</sup> the carpet and new chairs should be ready. I want to thank Commissioner Jondro for your public service. For those of you who do not know, George and I have had a unique relationship in which I was in charge when he worked at the County and when he became a Commissioner that role reversed. George has been professional in every aspect of the relationship.

Commissioner Brant—Thank you George for your service and it's been a pleasure working with you. Merry Christmas to everyone and Happy Holidays.

XIX. ADJOURNMENT—Chairman Brant adjourned the meeting at 6:31 p.m. with no further business to conduct.

Respectfully submitted by:



Lisa E. Sanders

Deputy Clerk/Administrative Assistant

Monroe County Board of Commissioners