

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
JUNE 20, 2023

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe on Tuesday, June 20, 2023. 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
Mark Brant	Randy Richardville	J. Henry Lievens	David Hoffman
Dawn Asper	David Swartout		David Vensel
Jay Heinzerling	Greg Moore, Jr.		

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

III. PLEDGE OF ALLEGIANCE

Commissioner Swartout led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Lisa Sanders led the Opening Prayer.

V. APPROVAL OF AGENDA

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to approve the June 20, 2023 Regular Meeting Agenda as presented.

Voice vote taken. Motion carried.

VI. APPROVAL OF MINUTES (06/06/2023 Regular Meeting)

Motion by Commissioner Lievens, supported by Commissioner Swartout to approve the minutes as presented for the June 6, 2023 Regular Meeting and waive the reading thereof.

Voice vote taken. Motion carried.

VII. PUBLIC COMMENT—None

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION

1. Presentation of the [Enhancing Strengths & Supports \(ESS\) Program](#) with update on outcomes by Mr. Jim Risinger, Monroe County Youth Center Director and Ms. Lauren Hanus, Supervisor, Monroe County Youth Center.
2. Presentation of the [2022 Annual Report](#) of the Monroe County Health Department by Ms. Kim Comerzan, Health Officer/Director.

Motion by Commissioner Lievens, supported by Commissioner Moore to accept the Monroe County Health Department's 2022 Annual Report and place it on file.

Voice vote taken. Motion carried.

3. Resolution Recognizing June 27, 2023 as Prescription Drug Abuse & Red Med Box Awareness & Education Day:
 - a. Letter dated June 2, 2023 from Mr. Chris Westover, Environmental Health Director, Monroe County Health Department requesting the Resolution Recognizing June 27, 2023 as Prescription Drug Abuse & Red Med Box Awareness & Education Day be adopted.

Mr. Westover discussed the Red Med Box locations and how the Prescription Drug Abuse & Red Med Box Awareness & Education Day benefits everyone in the community.

Motion by Commissioner Heinzerling, supported by Commissioner Swartout to adopt the Resolution Recognizing June 27, 2023 as Prescription Drug Abuse & Red Med Box Awareness & Education Day.

Voice vote taken. Motion carried.

IX. FINANCE MATTERS

1. Approval of the 06/21/2023 Accounts Payable Current Claims Report in the amount of \$1,104,953.70

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to accept/not accept the 06/21/2023 Accounts Payable Current Claims Report for \$1,104,953.70 and approve the Claims for the date and amount presented.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
Mark Brant	Randy Richardville	J. Henry Lievens		David Hoffman	
Dawn Asper	David Swartout			David Vensel	
Jay Heinzerling	Greg Moore, Jr.				

Motion carried.

X. CONSENT AGENDA

1. Approval of Non-Claims
 - a. Check Register dated 06/09/2023 in the amount of \$1,560,497.61
 - b. Check Register dated 06/16/2023 in the amount of \$204,509.01

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to confirm 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
Mark Brant	Randy Richardville	J. Henry Lievens		David Hoffman	
Dawn Asper	David Swartout			David Vensel	
Jay Heinzerling	Greg Moore, Jr.				

Motion carried.

XI. COMMUNICATIONS

Board Action:

1. Letter dated June 13, 2023 from Ms. Jessica Chaffin, 1st District Court Administrator, requesting approval to submit a Clean Slate Overtime Grant application and accept an award for an amount up to \$44,484 to the Michigan Supreme Court for reimbursement of overtime costs for work completed in regard to the Clean Slate legislation. The reimbursement will come from the State Court Administrative Office and will not require any matching funds from the County.

Chairman Brant read the request into the record.

Motion by Commissioner Swartout, supported by Commissioner Lievens to accept the communication, place it on file and approve the request to submit a Clean Slate Overtime Grant application and accept an award for an amount up to \$44,484 to the Michigan Supreme Court for reimbursement of overtime costs for work completed in regard to the Clean Slate legislation with no matching funds required.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
Mark Brant	Randy Richardville	J. Henry Lievens		David Hoffman	
Dawn Asper	David Swartout			David Vensel	
Jay Heinzerling	Greg Moore, Jr.				

Motion carried.

2. Letter dated June 13, 2023 from Mr. Michael Bosanac, Administrator/Chief Financial Officer and Sheriff Troy Goodnough, submitting of a Letter of Intent (LOI) between the County of Monroe, Monroe County Sheriff and the Humane Society of Monroe County to formally enter into an action plan to draft a proposed operating agreement and building and property grounds lease and authorize the administration, the Sheriff, and legal counsel to develop these legal documents and present them to the Board at a future meeting.

Chairman Brant read the request into the record. Mr. Bosanac explained further and answered questions from Commissioners.

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to accept the communication, place it on file and approved the Letter of Intent (LOI) between the County of Monroe, Monroe County Sheriff and the Humane Society of Monroe County and authorized the

administration, the Sheriff, and legal counsel to draft a proposed operating agreement and building and property grounds lease to be presented to the Board at a future meeting.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
Mark Brant	David Swartout		Dawn Asper	David Hoffman	
Jay Heinzerling	Greg Moore, Jr.			David Vensel	
Randy Richardville	J. Henry Lievens				

Motion carried.

- Letter dated June 14, 2023 from Mr. Mark Brant, Chairman, Board of Commissioners presenting the Board's 2022 performance evaluation results for Mr. Michael Bosanac, Administrator/Chief Financial Officer. Related letter dated June 13, 2023 from Mr. Bosanac submitting a proposed amendment to the employment Agreement adding a monthly automobile allowance.

Motion by Commissioner Swartout, supported by Commissioner Lievens to accept and place on file the communication and 2022 performance evaluation results for Mr. Michael Bosanac, Administrator/Chief Financial Officer.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
Mark Brant	Randy Richardville	J. Henry Lievens		David Hoffman	
Dawn Asper	David Swartout			David Vensel	
Jay Heinzerling	Greg Moore, Jr.				

Motion carried.

Chairman Brant read the request into the record. Discussion commenced.

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to approve the proposed amendment to the employment agreement adding a monthly auto allowance in an amount agreed to by the parties in the amount of \$550.00 effective July 1, 2023.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
Mark Brant	Randy Richardville	J. Henry Lievens		David Hoffman	
Dawn Asper	David Swartout			David Vensel	
Jay Heinzerling	Greg Moore, Jr.				

Motion carried.

XII. PUBLIC HEARINGS—None

XIII. OLD BUSINESS—None

XIV. NEW BUSINESS--None

XV. PUBLIC COMMENT—None

XVI. ANNOUNCEMENTS

1. Copies of any Tributes or Certificates issued since the June 6, 2023 meeting: None
2. Discussion of the next meeting. No meeting will be held on July 4, 2023 and the next meeting will be July 18, 2023.

XVII. MEMBERS TIME

Commissioner Heinzerling—Commented on how his constituents came together for damage control after a tornado came through Monroe recently.

Commissioner Lievens—I commend our CFO on the good evaluation. It makes the stipend discussed easier to agree to. Commented on how making the County an attractive place to work for all employees is important for job retention.

Commissioner Asper—Wishes everyone a great 4th of July.

All other Commissioners in attendance passed.

Commissioner Hoffman—Excused

Mr. Bosanac—Thanked the Board for its support and feels very fortunate that he is surrounded by an incredible team. His success is driven by the team we have here in the County. He agrees with Commissioner Lievens that it's a tough job market right now. He appreciates the good evaluation from the Board.

Commissioner Brant—Pass

XVIII. ADJOURNMENT—Chairman Brant adjourned the meeting at 6:57 p.m. with no further business to conduct.

Respectfully submitted by:

Lisa E. Sanders

Lisa E. Sanders

Deputy Clerk/Administrative Assistant

Monroe County Board of Commissioners