

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
JULY 18, 2023

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe on Tuesday, July 18, 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 (arrived at 6:08 p.m.)	David Swartout		David Vensel
Jay Heinzerling	Greg Moore, Jr.		

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

III. PLEDGE OF ALLEGIANCE

Commissioner Lievens led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Lisa Sanders led the Opening Prayer.

V. APPROVAL OF AGENDA

Motion by Commissioner Richardville, supported by Commissioner Heinzerling to approve the July 18, 2023 Regular Meeting Agenda as presented.

Voice vote taken. Motion carried.

VI. APPROVAL OF MINUTES (06/20/2023 Regular Meeting)

Motion by Commissioner Lievens, supported by Commissioner Richardville to approve the minutes as presented for the June 20, 2023 Regular Meeting and waive the reading thereof.

Voice vote taken. Motion carried.

VII. PUBLIC COMMENT—

1. Pat Kirby of Ida who is Darrian Young's grandmother thanked the Commissioners for all they have done in memory of her granddaughter Darrian. She has spoken to the Sheriff about the dog runs at the Animal Shelter and wants to make sure they will remain. She asked the Board if they would consider changing the name of the road that leads to the Animal Shelter from Shelter Lane to Darrian Lane.
2. Will Bruck, State Representative, 30th District, Erie, MI discussed some of the bills and initiatives that he is working on in the State of Michigan House of Representatives. He is a member of the

Transportation, Mobility and Infrastructure Committee and has introduced a bill to name a stretch of South Dixie Highway in honor of Monroe Township Fire Capt. Joseph Liedel.

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION

1. Presentation of [Annual Implementation Plan for Area Agency on Aging 1-B for Fiscal Year 2024](#) by Ms. Stephanie Hall, Research & Advocacy Manager.
 - a. Proposed Resolution approving the FY 2023-2025 Multi Year Plan of the Area Agency on Aging 1-B

Motion by Commissioner Lievens, supported by Commissioner Swartout to adopt the Resolution approving the FY 2023-2025 Multi Year Plan of the Area Agency on Aging 1-B.

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. Resolution recognizing Monroe County as a place to vacation or staycation. This Resolution was offered by Commissioner Lievens and supported by Chairman Brant.

IX. FINANCE MATTERS

1. Approval of the 07/05/2023 Accounts Payable Current Claims Report in the amount of \$558,841.43.

Motion by Commissioner Heinzerling, supported by Commissioner Swartout to confirm the Accounts Payable Current Claims payment as presented on the agenda for the date and amount 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.

2. Approval of the 07/19/2023 Accounts Payable Current Claims Report in the amount of \$683,824.80

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to accept the 07/19/2023 Accounts Payable Current Claims Report for \$683,824.80 and approve the Claims for the date and amount presented.

Roll call by Clerk as follows:

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

Motion carried.

- 2024 Budget Guidelines-Summary presentation of the 2024 Budget Guidelines from Mr. Michael Bosanac, Administrator/Chief Financial Officer.

Click [here](#) for the Budget Guidelines. Click [here](#) for Budget Guidelines PowerPoint Presentation.

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to accept and place on file the 2024 Budget Guidelines and use the framework and assumptions within the guidelines to prepare the Recommended 2024 Budget and 2025 Budget Projections subject to updated financial information.

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.

- Letter dated June 30, 2023 from Ms. Sue Maier, Director of Fiscal Services providing the corrective action plan submitted to Michigan Department of Treasury for Monroe County related to Governmental Accounting Standards Board Standard 84 deficiencies and overspent amounts in cost centers 101-35105 and 101-97000.

Ms. Maier answered questions from Commissioners.

Motion by Commissioner Lievens, supported by Commissioner Swartout to accept the communication, place it on file and confirm acknowledgement of the Corrective Action Plan.

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.

- Letter dated July 13, 2023 from Mr. Michael Bosanac, Administrator/Chief Financial Officer submitting reports filed with the Michigan Department of Treasury in compliance with Public Act 202 of 2017 regarding the Monroe County defined benefit pension and retiree health care trust funds.

Motion by Commissioner Lievens, supported by Commissioner Moore to accept the communication, place it on file, and acknowledge the governing board's action in receiving the reports in the official meeting minutes as recommended.

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.

6. Revenues, expenditures and cash balance report for 2nd quarter ending June 30, 2023.

Mr. Bosanac discussed the reports. No action required by the Board.

X. CONSENT AGENDA

1. Approval of Non-Claims

- Check Register dated 06/23/2023 in the amount of \$525,805.38
- Check Register dated 06/30/2023 in the amount of \$241,394.87
- Check Register dated 07/07/2023 in the amount of \$407,048.68
- Check Register dated 07/14/2023 in the amount of \$1,181,965.80

Motion by Commissioner Lievens, supported by Commissioner Asper 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:

- Letter dated July 12, 2023 from Mr. Jesse Stanford, Monroe County Treasurer, requesting approval for the Monroe County Land Bank to accept a Blight Elimination Grant award in the amount of \$500,000 from the State of Michigan with federal American Rescue Plan funds.

Mr. Stanford explained the request.

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to accept the communication, place it on file and approve the request for the Monroe County Land Bank to accept a Blight Elimination Grant award in the amount of \$500,000 from the State of Michigan with federal American Rescue Plan funds and offer a Resolution of Support.

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.

- Letter dated July 7, 2023 from D/Lt. James Jarrett, Michigan State Police MANTIS, requesting approval to apply for a FY2023-2024 Byrne Justice Assistance Grant (JAG) in the amount of \$75,352 to the Michigan State Police, Grants Management Section, Byrne JAG Unit. No matching funds are required for this grant.

Chairman Brant read the request into the record.

Motion by Commissioner Heinzerling, supported by Commissioner Asper to accept the communication, place it on file and approve the request to apply for a FY2023-2024 Byrne Justice Assistance Grant (JAG) in the amount of \$75,352 to the Michigan State Police, Grants Management Section, Byrne JAG Unit 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.

- Letter dated July 10, 2023 from Judge Cheryl Lohmeyer requesting approval to apply and accept a Child and Parent Legal Representation (CPLR) grant for FY2024 in the amount of \$62,500 from the Michigan Department of Health and Human Services (MDHHS). Concurrently, the court proposes increasing the hourly rate for court-appointed attorneys in family court and probate court matters to help ensure the availability and quality legal services the Court requires. The cost to the general fund is projected to be \$217,914 for fiscal year 2024.

Motion by Commissioner Lievens, supported by Commissioner Moore to accept the communication, place it on file and approve the request to apply for and accept a Child and Parent Legal Representation (CPLR) grant for FY2024 in the amount of \$62,500 through the Michigan Department of Health and Human Services (MDHHS) and approve the Administrator/CFO including the additional amount of \$217,914 in the FY2024 Probate Court's budget.

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.

- Letter dated June 29, 2023 from Chief Judge Mark Braunlich, 38th Circuit Court requesting approval of the Cooperative Reimbursement Contract with the Department of Health and Human Services for a five (5) year term, October 1, 2023 through September 30, 2028.

Motion by Commissioner Swartout, supported by Commissioner Heinzerling to accept the communication, place it on file and approve the Cooperative Reimbursement Contract with the Department of Health and Human Services, for a five (5) year term, October 1, 2023 through September 30, 2028.

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.

- Letter dated June 26, 2023 from Ms. Alana Horkey, Victim Rights Coordinator, Prosecutor's Office, requesting approval to apply and accept the William Van Regenmorter Crime Victim Rights Grant for FY2024 in the amount of \$215,877 from the Michigan Department of Health and Human Services. The grant requires a total match of \$36,448. \$9,112 is included in the County 2023 budget with \$9,112 funding covering the period October 1, 2023 through December 31, 2023. The remaining match of \$27,336 will be required in the 2024 County budget for the period January 1, 2024 through September 30, 2024.

Motion by Commissioner Lievens, supported by Commissioner Asper to accept the communication, place it on file and approve the request to apply for and accept the Crime Victim Rights Grant for FY2024 in the amount of \$215,877 from the Michigan Department of Health and Human Services with a total match of \$36,448, with \$9,112 included in the 2023 budget and \$27,336 required to be included in the 2024 budget.

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.

6. Letter dated July 11, 2023 from Mr. Jeff McBee, Community Planning & Engagement Director submitting a Summary of a Farmland/Open Space review/recommendation from the County Planner and to approve the application to the Farmland and Open Space Preservation program (part 361 of the Natural Resources and Environmental Protection Act) for property in Whiteford Township.

Motion by Commissioner Lievens, supported by Commissioner Moore to accept the communication along with the Summary of Farmland review/recommendation to approve the application to the Farmland and Open Space Preservation program for property in Whiteford Township, place on file and approve the recommendation of the County Planner.

Voice vote taken. Motion carried.

7. Letter dated July 13, 2023 from Chief Deputy Chad Zeunen, Sheriff's Office requesting authorization to advance funds of \$248,016 to purchase six (6) police package Chevrolet Tahoe vehicles under the MIDEAL pricing prior to the effective price increase for the vehicles thereby avoiding the additional cost in the 2024 budget of \$48,000.

Motion by Commissioner Swartout, supported by Commissioner Heinzerling to accept the communication, place on file and authorize the Administrator/Chief Financial Officer to advance the funding to the Sheriff's Office for the purchase of six (6) fleet vehicles and adjust the Sheriff's Office 2024 budget to reflect this advance and reduce the 2024 budget by this same amount.

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.

8. Letter dated July 13, 2023 from Sheriff Troy Goodnough, Monroe County Sheriff submitting the proposed Agreement for Animal Shelter Services and Animal Shelter Building Lease Agreement between the Humane Society of Monroe County and the County.

Motion by Commissioner Heinzerling, supported by Commissioner Asper to accept the communication, place on file and approve the proposed Agreement for Animal Shelter Services and Animal Shelter Building Lease Agreement between the Humane Society of Monroe County and the County.

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.

9. Letter dated June 27, 2023 from Ms. Kim Comerzan, Health Officer submitting a program agreement and renewal lease agreement between My Community Dental Clinic and the County to operate the eight (8) chair dental clinic within the Monroe County Public Health Facility.

Motion by Commissioner Lievens, supported by Commissioner Swartout to accept the communication, place on file, and approve the program agreement and lease renewal between My Community Dental Clinic and the County.

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—

1. Summary Presentation of Monroe County [Board of Commissioners 2023-2024 Draft Goals](#) from Ms. Aundrea Armstrong, Deputy Administrator/Chief Financial Officer

XV. PUBLIC COMMENT—None

XVI. ANNOUNCEMENTS

1. Copies of any Tributes or Certificates issued since the June 20, 2023 meeting: None

XVII. MEMBERS TIME

Commissioner Swartout—Everyone did great presentations.

Commissioner Asper—Reminded everyone of the Monroe County Fair coming up. In addition, in the Ash Township/Carleton area, the 8-10 year old and 11-12 year old Little League teams won their championships in Tecumseh this last weekend so now they are going on to the State. They will be playing in Birmingham at the end of the month.

Commissioner Moore—Asked about removing the dams from the River Raisin. You could increase kayaking and canoeing from Chairman Brant commented that most of the dams have been removed, but of the 2 remaining, one is privately owned and the other contains a sewer line in it. Asked about self-closing gates at County Parks. Mr. Bosanac said they are at Waterloo, Nike and Vienna Park.

Commissioner Lievens and Commissioner Heinzerling—Passed

Commissioner Hoffman and Commissioner Vensel—Excused

Mr. Bosanac—Passed

Commissioner Richardville—Asked about the \$9.9 million in ARPA funding that has not been spent and wants to know if it's going to be addressed at some point. Mr. Bosanac said they have until December 31, 2024 to expend it or commit it (by having contracts in place) and then you have until December 31, 2026 to expend and complete all work under the contracts, projects or services.

Commissioner Brant—Much appreciate the Plat Book.

XVIII. ADJOURNMENT—Chairman Brant adjourned the meeting at 7:28 p.m. with no further business to conduct.

Respectfully submitted by:



Lisa E. Sanders

Deputy Clerk/Administrative Assistant
Monroe County Board of Commissioners