

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
NOVEMBER 7, 2023

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe on Tuesday, November 7, 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
David Hoffman	Jay Heinzerling	David Swartout	
Mark Brant	Randy Richardville	Greg Moore, Jr.	
Dawn Asper	David Vensel	J. Henry Lievens	

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 Lievens, supported by Commissioner Hoffman to approve the November 7, 2023 Regular Meeting Agenda as presented.

Voice vote taken. Motion carried.

VI. APPROVAL OF MINUTES (10/17/2023 Regular Meeting)

Motion by Commissioner Lievens, supported by Commissioner Swartout to approve the minutes as presented for the October 17, 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 Human Services Collaborative Network's (HSCN) 2022-2023 [Report](#) to the Community, by Ms. Sandie Pierce, Director, Monroe Center for Healthy Aging and Ms. Stacey McCoy, Monroe County Employment and Training Director.

IX. FINANCE MATTERS

1. Approval of the 11/08/2023 Accounts Payable Current Claims Report in the amount of \$878,217.46.

Motion by Commissioner Hoffman, supported by Commissioner Lievens to confirm the 11/08/2023 Accounts Payable Current Claims Report for \$878,217.46 and approve the Claims for the date and amount presented.

Roll call by Clerk as follows:

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

Motion carried.

2. Letter dated October 23, 2023 from Mr. Jesse Stanford, Monroe County Treasurer transmitting the Cash and Investment Report for the quarter ended September 30, 2023.

Mr. Stanford discussed the reports.

Motion by Commissioner Heinzerling, supported by Commissioner Swartout to accept and place on file the quarter-ended September 30, 2023 Cash and Investment Report.

Roll call by Clerk as follows:

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

Motion carried.

3. Update on status and development of 2024 Budget from Ms. Aundrea Armstrong, Deputy Administrator/Chief Financial Officer.

Ms. Armstrong discussed the preliminary status and of the 2024 Budget on the development via a PowerPoint [presentation](#) and answered questions from Commissioners. At the November 21, 2023 meeting, there will be a Final Presentation (short Executive Summary on Recommended Budget as part of Hearing, Budget Hearing, Adoption of the Resolution as part of the Regular Meeting.

No action taken.

X. CONSENT AGENDA

1. Approval of Non-Claims

- a. Check Register dated 10/20/2023 in the amount of \$452,490.98
- b. Check Register dated 10/27/2023 in the amount of \$463,033.77
- c. Check Register dated 11/03/2023 in the amount of \$207,568.38

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

Motion carried.

2. **Operations Committee**-Report of Committee Chairman from 11/02/2023 meeting was given and the recommendation to the full Board was to approve the request below. Link to Operations Committee 11/02/2023 Agenda Packet: [HERE](#)

- a. Letter dated October 19, 2023, from Ms. Jamie Dean, Health Officer/Director, Monroe County Health Department, requesting approval to add one full-time grant-funded Public Health Planner & Communication Coordinator position. This position is funded through the Strengthening PH Workforce and Infrastructure grant, which was approved by the Board of Commissioners on September 19, 2023. The request is to add this position immediately through September 30, 2027, the term of the grant.

Motion by Commissioner Heinzerling, supported by Commissioner Swartout to approve the recommendations of the Operations Committee as reported and presented.

Roll call by Clerk as follows:

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

Motion carried.

XI. COMMUNICATIONS

Board Action:

1. Letter dated October 31, 2023 from Sheriff Troy Goodnough, Monroe County Sheriff's Office, requesting approval to adopt the Sheriff's Records Division Fee Schedule, which would recover some of the cost associated with performing the LEIN services for the local police agencies.

Chairman Brant read the request into the record and Sheriff Goodnough answered questions from Commissioners.

Motion by Commissioner Swartout, supported by Commissioner Hoffman to accept the communication, place it on file and approve the adoption of the Sheriff's Records Division Fee Schedule for LEIN services.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated November 2, 2023 from Judge Mark Braunlich, Chief Judge, 38th Judicial Circuit Court and Judge William Paul Nichols, Adult Drug Treatment Court Judge, advising the Board of a Drug Court award in the amount of \$60,000 for Fiscal Year 2024 running from October 1, 2023 through September 30, 2024, with a local contribution requested of \$300 to provide for payroll processing costs that cannot be provided by the grant. An additional appropriation of up to \$75 would be required in 2023, with the balance of \$225 requested to be included in the 2024 budget. Additionally, an allocation of up to \$785 is requested in the 2024 budget to cover travel costs not covered by the grant to attend the Michigan Association of Treatment Court Professionals Annual Conference.

Chairman Brant read the read the request into the record.

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to accept and place the communication on file and approve acceptance of the grant award from the State Court Administrative Office for the grant period October 1, 2023 through September 30, 2024 for funding of the Adult Drug Treatment Court in the amount of \$60,000. Further, to authorize the County Administrator/Chief Financial Officer to provide an additional appropriation of up to \$75 to the Adult Drug Court in 2023, with the balance of \$225 requested to be included in the 2024 budget and an allocation of up to \$785 is requested in the 2024 budget to cover travel costs not covered by the grant to attend the Michigan Association of Treatment Court Professionals Annual Conference.

Roll call by Clerk as follows:

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

Motion carried.

3. Letter dated October 31, 2023 from Mr. John Conlin, Director, Emergency Management Division, requesting approval to accept a federal grant award in the amount of \$244,853 through the Department of Homeland Security's Urban Area Security Initiative (UASI) for FY 2022 and to authorize staff to execute the UASI 2022 Interlocal agreement between Monroe County and Macomb County. There are no County matching funds required from the grant award.

Chairman Brant read the request into the record.

Motion by Commissioner Heinzerling, supported by Commissioner Hoffman to accept the communication, place it on file and approve acceptance of a federal grant award of \$244,853 through the Department of Homeland Security's Urban Area Security Initiative (UASI) for FY 2022 with no County matching funds and authorize staff to execute the UASI 2022 Interlocal agreement between Monroe and Macomb Counties.

Roll call by Clerk as follows:

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

Motion carried.

4. Letter dated November 2, 2023 from Mr. John Conlin, Director, Emergency Management Division, requesting approval to accept the FY2023 Emergency Management Performance Grant (EMPG) between the Michigan State Police Emergency Management, Homeland Security Division and the County, in the amount of \$19,265 which provides funding towards the salary and fringe benefits of the Monroe County Emergency Management Director for the period 10/1/2022 to 9/30/2023 with the balance of costs included in the EMD 2022 and 2023 budgets.

Chairman Brant read the request into the record.

Motion by Commissioner Vensel, supported by Commissioner Heinzerling to accept the communication, place it on file and approve the request to accept the FY2023 Emergency Management Performance Grant (EMPG) between the Michigan State Police Emergency Management, Homeland Security Division and the Monroe County Emergency Management Division, in the amount of \$19,265.

Roll call by Clerk as follows:

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

Motion carried.

5. Letter dated November 2, 2023 from Mr. John Conlin, Director, Emergency Management Division, requesting approval to apply for the FY2024 Emergency Management Performance Grant (EMPG) between the Michigan State Police Emergency Management, Homeland Security Division and the County, for reimbursement up to \$54,571 which provides funding towards the salary and fringe benefits of the Monroe County Emergency Management Director for the period 10/1/2023 to 9/30/2024 with the balance of costs included in the EMD 2023 and 2024 budgets.

Chairman Brant read the request into the record.

Motion by Commissioner Heinzerling, supported by Commissioner Lievens to accept the communication, place it on file and approve the request to apply for the FY2024 Emergency Management Performance Grant (EMPG) between the Michigan State Police Emergency Management, Homeland Security Division and the Monroe County Emergency Management Division, for reimbursement up to \$54,571.

Roll call by Clerk as follows:

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

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 October 17, 2023 meeting: None

XVII. MEMBERS TIME

Commissioner Lievens—Nod to our Sheriff. This weekend we had an accident at Smith and Lewis and within moments the Sheriff had put up necessary devices to prevent more accidents so I just wanted to give him accolades for that.

Commissioner Asper—I've always had good communication with the Road Commission and I appreciate that.

Commissioner Hoffman—A couple weeks ago we had a semi-annual meeting down at the Battlefield and I found it very impressive. If nobody has seen that center out there, they really should because it's very nice and educational.

Commissioner Moore, Commissioner Heinzerling, Commissioner Vensel, Commissioner Swartout and Commissioner Richardville all passed.

Mr. Bosanac and Ms. Armstrong both passed.

Commissioner Brant responded to Commissioner Hoffman that the Board will have its January 23, 2024 meeting at the National Battlefield Park Visitors Center inside the auditorium.

XVIII. ADJOURNMENT—Chairman Brant adjourned the meeting at 6:34 p.m. with no further business to conduct.

Respectfully submitted by:



Lisa E. Sanders

Deputy Clerk/Administrative Assistant
Monroe County Board of Commissioners