

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
DECEMBER 19, 2023

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe on Tuesday, December 19, 2023. Vice-Chairman Randy Richardville 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	Greg Moore, Jr.	Mark Brant
Dawn Asper	David Vensel		J. Henry Lievens
Jay Heinzerling	David Swartout		

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 Heinzerling, supported by Commissioner Hoffman to approve the December 19, 2023 Regular Meeting Agenda as presented.

Voice vote taken. Motion carried.

VI. APPROVAL OF MINUTES (12/05/2023 Regular Meeting)

Motion by Commissioner Moore, supported by Commissioner Heinzerling to approve the minutes as presented for the December 05, 2023 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 12/20/2023 Accounts Payable Current Claims Report in the amount of \$962,178.79.

Motion by Commissioner Swartout, supported by Commissioner Hoffman to accept the 12/06/2023 Accounts Payable Current Claims Report for \$962,178.79 and approve the Claims for the date and amount presented.

Roll call by Clerk as follows:

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

Motion carried.

X. CONSENT AGENDA

1. Approval of Non-Claims
 - a. Check Register dated 12/08/2023 in the amount of \$545,586.61
 - b. Check Register dated 12/15/2023 in the amount of \$504,410.96

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

Motion carried.

XI. COMMUNICATIONS

Board Action:

1. Letter dated December 12, 2023 from Chief Deputy Chad Zeunen, Sheriff's Office requesting approval to submit a grant application to the Michigan Municipal Risk Management Authority for a Risk Avoidance Program (RAP) grant in the amount of \$64,000 to partially fund the cost of one hundred and sixty (160) Axon Enterprise body-worn cameras.

Vice-Chairman Richardville read the request into the record. Chief Deputy Zeunen further explained the request.

Motion by Commissioner Heinzerling, supported by Commissioner Hoffman to accept the communication, place it on file and approve the request to submit a grant application to the Michigan Municipal Risk Management Authority for a Risk Avoidance Program (RAP) grant in the amount of \$64,000 to partially fund the cost of one hundred and sixty (160) Axon Enterprise body worn cameras.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated December 12, 2023 from Chief Deputy Chad Zeunen, Monroe County Sheriff's Office, requesting approval to submit a grant application from the Michigan Municipal Risk Management Authority in the amount of \$81,000 to partially fund the cost of one hundred and sixty-two (162) T7 Basic Tasers used by the Corrections Division and Uniformed Services.

Vice-Chairman Richardville read the request into the record. Chief Deputy Zeunen explained the request further and answered questions.

Motion by Commissioner Heinzerling, supported by Commissioner Swartout to accept the communication, place it on file and approve the request to submit a grant application to the Michigan Municipal Risk Management Authority for a Risk Avoidance Program (RAP) grant in the amount of \$81,000 to partially fund the cost of one hundred and sixty-two (162) T7 Basic Tasers.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated December 5, 2023 from Ms. Jamie Dean, Health Officer/Director, Health Department, requesting approval to apply for and accept a Local Health Department Staff Wellbeing Grant in the amount of \$4,000 from the Michigan Association of Local Public Health (MALPH). There is no matching grant amount for the program. These funds will be received and expended in FY 2024.

Vice-Chairman Richardville read the request into the record. Ms. Dean further explained the request.

Motion by Commissioner Hoffman, supported by Commissioner Swartout, to accept the communication, place it on file and approve the request to apply for and accept the Local Health Department Staff Wellbeing Grant in the amount of \$4,000 from the Michigan Association of Local Public Health (MALPH) with no matching funds required.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated December 12, 2023 from Ms. Jamie Dean, Health Officer/Director, Monroe County Health Department, requesting approval to accept a Public Health Emergency Preparedness (PHEP) Special Projects Funding Grant in the amount of \$10,718 with the request the funds be allocated into the 2024 budget of the Monroe County Health Department. There is no match requirement for this grant during the award period of October 1, 2023 to June 30, 2024.

Vice-Chairman Richardville read the request into the record. Ms. Dean further explained the request.

Motion by Commissioner Heinzerling, supported by Commissioner Hoffman to accept the communication, place it on file and approve the request to accept a Public Health Emergency Preparedness (PHEP) Special Projects Funding Grant in the amount of \$10,718 with the funds allocated into the 2024 budget of the Monroe County Health Department with no County match required.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated December 12, 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 an application to the Farmland and Open Space Preservation program (part 361 of the Natural Resources and Environmental Protection Act) for property in Berlin Charter Township.

Vice-Chairman Richardville read the request into the record. Mr. McBee further explained the request.

Motion by Commissioner Heinzerling, supported by Commissioner Swartout, to accept the communication along with the Summary of Farmland review/recommendation to approve an application to the Farmland and Open Space Preservation program for property in Berlin Charter Township, place it on file and approve the recommendation of the County Planner.

Commissioner Hoffman requested it be put on the record that it was stated at the Soil Conservation meeting that there were concerns regarding whether or not this parcel was being actively farmed. Discussion commenced.

Voice vote taken. Motion carried. Commissioner Hoffman did vote Nay.

6. Letter dated December 8, 2023 from Mr. Jeff McBee, Community Planning & Engagement Director submitting the proposed updates to the Raisinville Township Master Plan for review and approval of the County Planner's recommendations. [Link](#) to Master Plan (Draft)

Vice-Chairman Richardville read the request into the record. Mr. McBee further explained the request.

Motion by Commissioner Vensel, supported by Commissioner Heinzerling to accept the communication, place it on file and approve the recommendations of the County Planner and transmittal of the recommendations to the Raisinville Township Board of Trustees.

Roll call by Clerk as follows:

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

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 December 5, 2023 meeting: None

XVII. MEMBERS TIME

Greg Moore—Monroe County Republican party is having their Grand Opening for their new location tonight. I did go there before the meeting. It's going on tonight until 9:00 p.m. Congressman Tim Walberg was there as well as a few other elected officials. It's a pretty cool space; they just re-did it all. It's a good place for trainings, elected officials to come and speak, town halls and things like that.

Commissioner Heinzerling—Would like to acknowledge the Road Commission on the employee recognition event that you had. That was pretty cool. Merry Christmas everyone and Happy New Year.

Commissioner Asper—Merry Christmas. I'm so proud to be with this group and of the work that we did this year. I appreciate all the reports that we get and the updates and appreciate the comments that are made by the Commissioners because that's not my specialty and it always helps inform our decisions.

Commissioner Hoffman—I also want to offer everyone the best of the holidays and remember the reason for the season is Jesus.

Commissioner Swartout and Commissioner Vensel passed

Commissioner Brant and Commissioner Lievens were excused.

Commissioner Richardville—Thank you all of you who were in attendance tonight and so many of you do so much work for this County. It really is a wonderful County. Lisa thank you for all that you do as well. We are now going to go into closed session.

XVIII. CLOSED SESSION—

1. Closed Session to discuss written legal opinion from Philip Goldsmith, County General Counsel concerning potential litigation involving the County.

Commissioner Moore asked if the Announcements and Members Time could precede the Closed Session and Vice-Chairman Richardville and the other members agreed.

Motion by Commissioner Moore, supported by Commissioner Hoffman to go into Closed Session.

Roll call by Clerk as follows:

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

Motion carried.

Closed session commenced at 6:28 p.m.

Motion by Commissioner Hoffman, supported by Commissioner Heinzerling to come out of Closed Session.

Roll call by Clerk as follows:

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

Motion carried.

Open session commenced again at 6:55 p.m.

Mr. Goldsmith made a recommendation of the Board to follow the advice of Legal Counsel to consider a motion to accept the advice of Legal Counsel and to authorize Mr. Bosanac, County Administrator/CFO and the Chairman of the Board of County Commissioners to enter into a retainer agreement with the Miller Law Firm.

Motion by Commissioner Heinzerling, supported by Commissioner Swartout follow the advice of Legal Counsel to accept the advice of Legal Counsel and to authorize Mr. Bosanac, County Administrator/CFO and the Chairman of the Board of County Commissioners to enter into a retainer agreement with the Miller Law Firm in order to participate in litigation which was discussed in Closed Session.

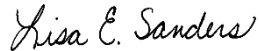
Roll call by Clerk as follows:

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

Motion carried.

- XIV. ADJOURNMENT—Motion by Commissioner Hoffman, supported by Commissioner Vensel to adjourn. Voice vote taken. Motion carried. Vice-Chairman Richardville adjourned the meeting at 6:57 p.m. with no further business to conduct.

Respectfully submitted by:



Lisa E. Sanders
Deputy Clerk/Administrative Assistant
Monroe County Board of Commissioners