

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 16, 2024

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe, on Tuesday, April 16, 2024. 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 Hoffman led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Lisa Sanders led the Opening Prayer.

V. APPROVAL OF AGENDA

Motion by Commissioner Swartout, supported by Commissioner Heinzerling to approve the April 16, 2024 Regular Meeting Agenda as presented.

Voice vote taken. Motion carried.

VI. APPROVAL OF MINUTES (04/02/2024 Regular Meeting)

Motion by Commissioner Lievens, supported by Commissioner Hoffman to approve the minutes as presented for the April 2, 2024 Regular Meeting and waive the reading thereof.

Voice vote taken. Motion carried.

VII. PUBLIC COMMENT—

1. State Representative William Bruck discussed the recent diesel leak in Whiteford Township and the Town Hall meetings that were held to keep the citizens informed.

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION

1. Presentation of Central Dispatch [2023 Annual Report](#) by Ms. Donna Kuti, Central Dispatch Director.

IX. FINANCE MATTERS

1. Payment of the 04/17/2024 Accounts Payable Current Claims Report in the amount of \$1,543,436.32.

Motion by Commissioner Hoffman, supported by Commissioner Heinzerling, to accept the 04/17/2024 Accounts Payable Current Claims Report for \$1,543,436.32 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.

X. CONSENT AGENDA

1. Approval of Non-Claims
 - a. Check Register dated 04/05/2024 in the amount of \$413,602.30
 - b. Check Register dated 04/12/2024 in the amount of \$798,862.14

Motion by Commissioner Heinzerling, 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
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 Randy Richardville from the 04/11/2024 meeting was given and the recommendation to the full Board was to approve the requests below as presented. Link to Operations Committee 04/11/2024 Agenda Packet: [HERE](#)
 - a. Letter dated March 22, 2024, from Ms. Donna Kuti, Director, Central Dispatch, requesting approval to add one (1) part-time 911 GIS Specialist position effective April 21, 2024. The position is funded through the Monroe County 911 surcharge.

b. Letter dated March 22, 2024, from Ms. Jessica Chaffin, Court Administrator, 1st District Court, requesting an additional allocation to the 1st District Court's 2024 budget in the amount of \$12,904 to cover the additional hours and pay associated with the Magistrate weekend call-in pay.

c. Letter dated April 4, 2024 from Mr. Jacob Perry, Director of Information Technology, requesting approval of two (2) Information Technology policies as follows:

- i. Policy #802-System Authentication (Update to Existing Policy)
- ii. Policy #810-Multi-Factor Authentication (New Policy)

Motion by Commissioner Swartout, supported by Commissioner Heinzerling Move to approve the recommendation 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 April 3, 2024 from Sgt. Mike Preadmore, Sheriff's Office, requesting approval to accept a grant award from the Michigan Municipal Risk Management Authority for a Risk Avoidance Program (RAP) grant in the amount of \$81,000 to partially reimburse the cost of one hundred and sixty-two (162) T7 Basic Tasers.

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 accepting a grant award from the Michigan Municipal Risk Management Authority for a Risk Avoidance Program (RAP) grant in the amount of \$81,000.

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 April 3, 2024 from Sgt. Mike Preadmore, Sheriff's Office, requesting approval to accept a grant award from the Michigan Municipal Risk Management Authority for a Risk Avoidance Program (RAP) grant in the amount of \$64,000 to partially reimburse the cost of one hundred and sixty (160) Axon Enterprise body worn cameras.

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 accepting a grant award from the Michigan Municipal Risk Management Authority for a Risk Avoidance Program (RAP) grant in the amount of \$64,000.

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 April 9, 2024 from Sgt. Mike Preadmore, Sheriff's Office, requesting approval to submit a Community Policing Competitive Grant application in the amount of \$30,000 to the Michigan Commission on Law Enforcement Standards. This grant will to help fund the Monroe County Sheriff's Office Summer Engagement Program that was designed to identify at-risk students within our public schools. No match is required for this grant.

Chairman Brant read the request into the record. Sgt. Preadmore answered question from Commissioners.

Motion by Commissioner Lievens, supported by Commissioner Hoffman to accept the communication, place it on file and approve the request to submit a Community Policing Competitive Grant application in the amount of \$30,000 to the Michigan Commission on Law Enforcement Standards.

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 April 9, 2024 from Mr. Chris Westover, Environmental Health Director, Health Department, providing a recommended outline of steps for the Board to follow related to the Materials Management Planning process. This process will ensure the County meets the requirements of Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451.

Chairman Brant read the request into the record. Mr. Westover further explained the letter.

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to accept the communication, place it on file and accept the recommendations and authorize the Public Health Officer to manage the planning efforts as outlined.

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 April 10, 2024 from Mr. Michael Bosanac, Administrator/Chief Financial Officer, requesting concurrence to submit an Energy Efficiency and Conservation Block Grant (EECBG) Program Equipment Rebate application to the United States Department of Energy. The Equipment Rebate will provide funding up to \$80,090 to install new fixtures in the Courthouse facility with the entire cost of the project will be reimbursed with no match required other than staff time.

Chairman Brant read the request into the record and Mr. Bosanac answered questions. Discussion commenced.

Motion by Commissioner Lievens, supported by Commissioner Swartout to accept the communication, place it on file and concur with submitting an Energy Efficiency and Conservation Block Grant (EECBG) Program Equipment Rebate application to the United States Department of Energy in an amount up to \$80,090.

Roll call by Clerk as follows:

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

Motion carried.

6. Letter dated April 16, 2024 from Ms. Holly Flint, Community Corrections Coordinator, requesting approval to submit an application for the FY2025 Community Corrections Grant in the amount of \$510,667 with a County match of \$127,667.

Chairman Brant read the request into the record.

Motion by Commissioner Hoffman, supported by Commissioner Lievens to accept the communication, place it on file and approve submitting the application for the FY 2025 Community Corrections grant in the amount of \$510,667 with County matching funds of \$127,667.

Roll call by Clerk as follows:

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

Motion carried.

7. Letter dated April 12, 2024 from Ms. Jessica Paladino, Managing Attorney, Monroe County Indigent Defense, submitting the Fiscal Year 2025 Michigan Indigent Defense Commission Grant Application including compliance plan and cost analysis in the amount of \$3,163,251.43. The County's local cost share match \$217,687.41 providing a total program cost of \$3,380,938.84. The County match is included in the 2024 budget for the period October 1-December 31, 2024. The balance of the state fiscal year match January 1-September 30, 2025 will be included in the 2025 County budget.

Chairman Brant read the request into the record.

Motion by Commissioner Heinzerling, supported by Commissioner Lievens to accept the communication and approve the grant application submission in the amount of \$3,163,251.43 with a County's match of \$217,687.41 for fiscal year 2025 for a total program cost of \$3,380,938.84. The County local match amount is included in 2024 budget and will be included in the 2025 County budget subject to final grant award.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	Jay Heinzerling	David Swartout	Dawn Asper		
Mark Brant	Randy Richardville	Greg Moore, Jr.			
	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 March 5, 2024 meeting:
 - a. Special Tribute to the 2023-2024 Dundee Wrestling Team

XVII. MEMBERS TIME

Commissioner Hoffman—Thanks to everyone for coming tonight and thank you to Ned Birkey for attending. Thank you also to State Rep. Bruck for attending and updating us.

Commissioner Asper, Commissioner Heinzerling, Commissioner Vensel, Commissioner Swartout, Commissioner Moore, Commissioner Lievens and Commissioner Brant all passed.

Michael Bosanac, Administrator/CFO—A clean copy of the Tax Capture Policy has been sent to Frenchtown Twp. We will bring it back to the Board at the next meeting.

Commissioner Richardville—Thank you to Mike for letting Frenchtown Twp. be part of the process with the Tax Capture Policy.

XVIII. ADJOURNMENT—Chairman Brant adjourned the meeting at 6:39 p.m. with no further business to conduct.

Respectfully submitted by:



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