

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
AUGUST 6, 2024

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe, on Tuesday, August 6, 2024. Chairman Mark Brant called the meeting to order at 6:00 p.m.

II. ROLL CALL

Roll call by Deputy Clerk, Robin Miller, as follows:

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

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

III. PLEDGE OF ALLEGIANCE

Commissioner Heinzerling led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Robin Miller led the Opening Prayer.

V. APPROVAL OF AGENDA

Motion by Commissioner Lievens, supported by Commissioner Swartout to approve the August 6, 2024 Regular Meeting Agenda as presented.

Voice vote taken. Motion carried.

VI. APPROVAL OF MINUTES (07/16/2024 Regular Meeting)

Motion by Commissioner Lievens, supported by Commissioner Hoffman to approve the minutes as presented for the July 16, 2024 Regular Meeting and waive the reading thereof.

Voice vote taken. Motion carried.

VII. PUBLIC COMMENT—

1. Ms. Stephanie Zorn-Kasprzak, Executive Director, Monroe County Opportunity Program & The Opportunity Center presented the MCOP 2023 Annual Report.
2. Marji McIntyre from Project Second Chance gave an update on the program.

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION—

1. Amy O'Leary, Executive Director and Dr. Sheryl Theriot, Director, External Affairs from the Southeast Michigan Council of Governments gave a presentation regarding current activities and initiatives in the region including Monroe County and the benefits to Monroe for its membership and involvement in planning and programs under SEMCOG.

IX. FINANCE MATTERS

1. Payment of the 08/07/2024 Accounts Payable Current Claims Report in the amount of \$1,051,731.79.

Motion by Commissioner Hoffman, supported by Commissioner Heinzerling to accept the 08/07/2024 Accounts Payable Current Claims Report for \$1,051,731.79 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		David Vensel	
Mark Brant	Randy Richardville	J. Henry Lievens			
Dawn Asper	Greg Moore, Jr.				

Motion carried.

2. Letter dated July 19, 2024 from Mr. Jesse Stanford, Monroe County Treasurer, submitting the Case and Investment Report for the quarter ending June 30, 2024.

Motion by Commissioner Heinzerling, supported by Commissioner Hoffman to accept the Report and place on file the June 30, 2024 Case and Investment Report from the Monroe County Treasurer.

Roll call by Clerk as follows:

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

Motion carried.

3. 2025 Budget Guidelines-Summary presentation of the 2025 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 Heinzerling, supported by Commissioner Hoffman to accept and place on file the 2025 Budget Guidelines and use the framework and assumptions within the guidelines to prepare the recommended 2025 Line Item Budget and the 2026 Budget Projections subject to updated financial information.

Roll call by Clerk as follows:

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

Motion carried.

X. CONSENT AGENDA

1. Approval of Non-Claims

- Check Register dated 07/19/2024 in the amount of \$404,019.85
- Check Register dated 07/26/2024 in the amount of \$78,115.15
- Check Register dated 08/02/2024 in the amount of \$525,491.33

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

Motion carried.

XI. COMMUNICATIONS

Board Action:

- Letter dated July 30, 2024 from Judge Cheryl Lohmeyer, requesting approval to submit the application of FY2025 (October 1, 2024-September 30, 2025) Child Care Fund budget to the Michigan Department of Health and Human Services (MDHHS). The total budget submitted to MDHHS is \$4,683,933.00 with a County local share amount of \$1,981,353.25 with funding through December 31, 2024 included in the budget and the balance as part of the 2025 budget development.

Motion by Commissioner Lievens, supported by Commissioner Asper, to accept the communication and approve submitting the FY2025 Child Care Fund budget in the total amount of \$4,683,993.00 to MDHHS with the County local share of \$1,981,353.25 and include the balance as part of the 2025 County budget development.

Roll call by Clerk as follows:

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

Motion carried.

2. Letter dated July 10, 2024 from Ms. Jessica Paladino, Managing Attorney, Indigent Defense Department, requesting approval to accept the FY 2025 (October 1, 2024-September 30, 2025) grant from the Michigan Indigent Defense Commission in the amount of \$3,632,029.54 with a County match of \$217,687.41.

Motion by Commissioner Lievens, supported by Commissioner Swartout, to accept the FY2025 Michigan Indigent Defense Commission grant in the amount of \$3,632,029.54 with a County match of \$217,687.41. The County local share amount is included in 2024 budget and the balance as part of the 2025 County budget development.

Roll call by Clerk as follows:

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

Motion carried.

3. Letter dated July 18, 2024 from Mr. John Conlin, Director, Emergency Management Division, requesting approval to accept a federal grant award in the amount of \$244,875.00 through the Department of Homeland Security's Urban Area Security Initiative (UASI) for FY2023 and to authorize staff to execute the UASI 2023 Interlocal agreement between Monroe County and Macomb County. There are no County matching funds required from the grant award.

Motion by Commissioner Lievens, supported by Commissioner Hoffman to accept the communication, place it on file and approve acceptance of a federal grant award of \$244,875.00 through the Department of Homeland Security's Urban Area Security Initiative (UASII) for FY2023 with no commitment of County matching funds and authorize staff to execute the UASI 2023 Interlocal agreement between Monroe and Macomb Counties.

Roll call by Clerk as follows:

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

4. Letter dated July 30, 2024 from Mr. Michael Bosanac, Administrator/Chief Financial Officer, requesting approval to accept an Energy Efficiency and Conservation Block Grant (EECBG) Program Equipment Rebate from the United States Department of Energy. The Equipment Rebate will provide funding up to \$80,090.00 to purchase and install light-emitting diode (LED) lighting fixtures for select areas throughout the Courthouse.

Motion by Commissioner Lievens, supported by Commissioner Swartout, to accept

the communication, place it on file and accept the Energy Efficiency and Conservation Block Grant (EECBG) Program Equipment Rebate from the United States Department of Energy in an amount up to \$80,090.00.

Roll call by Clerk as follows:

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

- Letter dated July 23, 2024 from Mr. Michael Bosanac, Administrator/Chief Financial Officer, requesting approval of the resolution Authorizing Entry of Participate Agreement in Partial Settlement of the National Opiate and Entry of State and Local Government Intrastate Agreement Concerning Allocation of Settlement Proceeds with Kroger Co. and authorization to execute the Participation Agreement on behalf of the County.

Discussion was held.

Motion by Commissioner Swartout, supported by Commissioner Lievens, to accept the communication and approve the resolution Authorizing Entry of Participation Agreement in Partial Settlement of the National Opiate and Entry of State and Local Government Intrastate Agreement Concerning Allocation of Settlement Proceeds with Kroger Co. and authorization to execute the Participation Agreement on behalf of the County.

Roll call by clerk as follows:

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

- Letter dated August 6, 2024 from Mr. Jason Berry, Community Planning & Engagement Director submitting a review/recommendation from the County Planner of an application to the Farmland and Open Space Preservation program (part 361 of the Natural Recourses and Environmental Protection Act) for property in Milan Township.

Discussion was held.

Motion by Commissioner Lievens, supported by Commissioner Hoffman to accept the communication, along with the review/recommendation for an application to the Farmland and Open Space Preservation program for property in Milan Township, place it on file, and submit the recommendation of the County Planner to the Milan Township Board.

Roll call by Clerk as follows:

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

Motion carried.

7. Letter dated August 6, 2024 from Mr. Jason Berry, Community Planning & Engagement Director, submitting the proposed updates to the Village of Carleton Master Plan for review and approval of the County Planner's recommendation.

Motion by Commissioner Asper, supported by Commissioner Lievens, to accept the communication, place it on file and approve the recommendation of the County Planner and transmit the recommendation to the Village of Carleton Council.

Roll call by Clerk as follows:

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

Motion carried.

8. Letter dated July 19, 2024 from Chairman Mark Brant regarding the reappointment of Ms. Jamie Dean, Monroe County Public Health Officer, to the Substance Use Disorder Oversight Policy Board for a term commencing October 1, 2024 and ending September 30, 2027.

Motion by Commissioner Swartout, supported by Commissioner Hoffman, to accept the communication, place it on file and confirm the appointment of Ms. Jamie Dean, Monroe County Public Health Officer, to the Substance Use Disorder Oversight Policy Board for a term commencing October 1, 2024 and ending September 30, 2027.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	Jay Heinzerling	David Swartout		David Vensel	
Mark Brant	Randy Richardville	J. Henry Lievens			
Dawn Asper	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 August 6, 2024 meeting: None.

XVII. MEMBERS TIME

Commissioner Heinzerling—Glad the fair went well last week. Thank you to the Finance Department for all they do.

Commissioner Asper—The fair was hot but wonderful. Pleased at how many people participated. Kudos to the Second Floor and the Finance Department.

Commissioner Hoffman—Just want to thank Mike and the staff for all they do.

Commissioner Swartout—Echo the thanks to the staff.

Commissioner Lievens—Thanked staff. With the talk of the opioid lawsuit hopes we can get a sobriety court going.

Commissioner Vensel—Excused.

Commissioner Moore—Passed.

Michael Bosanac, Administrator/CFO—Passed.

Commissioner Richardville—Passed.

Commissioner Brant—Passed.

XVIII. ADJOURNMENT—

Chairman Brant adjourned the meeting at 7:00 p.m. with no further business to conduct.

Respectfully submitted by:

Robin M. Miller
Chief Deputy Clerk
Monroe County Clerk's Offices