MONROE COUNTY BOARD OF COMMISSIONERS
OPERATIONS COMMITTEE MEETING MINUTES
APRIL 10, 2025 AT 5:30 P.M.

I. The Meeting of the Operations Committee of the Monroe County Board of Commissioners was held in the Board Chambers in the City of Monroe on Thursday, April 10, 2025. Chairman Lievens called the meeting to order at 5:30 p.m.

II. Roll call by Deputy Clerk, Grace Drewior as follows:
PRESENT: Jay Heinzerling, J. Henry Lievens, and David Vensel, Greg Moore Jr. and David Swartout

ABSENT: None

A quorum being present, the Operations Committee was able to conduct business.

III. PLEDGE OF ALLEGIANCE— Commissioner Heinzerling led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA (04/10/2025)
Motion by Commissioner Heinzerling, supported by Commissioner Swartout to approve the April 10, 2025 Agenda as presented.

Voice vote taken. Motion carried.

V. APPROVAL OF MINUTES (03/13/2025)
Motion by Commissioner Heinzerling, supported by Commissioner Swartout to approve the March 13, 2025 minutes of the Operations Committee as presented and waive the reading thereof.

Voice vote taken. Motion carried.

VI. COMMITTEE BUSINESS
1. Property Assessed Clean Energy (PACE) Program Presentation

   Jon Wiley, Senior Counsel of Lean & Green Michigan, explained how the Lean & Green Michigan team created and runs the Michigan's PACE Market. Mr. Wiley stated sixty (60) Michigan municipalities have joined Lean & Green Michigan's statewide market and 80% of Michiganders live in a Lean & Green Michigan PACE District. He further explained their mission as well as how they achieve these goals. Mr. Wiley also elaborated on the benefits of PACE and discussed a few of their finished projects.

   Discussion commenced.

2. Letter dated March 17, 2025 from Mr. David L. Robinson, Monroe City Manager, requesting a $1,000,000 contribution to the West Elm Avenue Rail Grade Separation Project for the remaining unfunded local match requirement.

   David L. Robinson, Monroe City Manager, explained the process he and his team have gone through to get the money they currently have to put towards this project. Mr. Robinson also explained the history of this project.

   Discussion commenced. Mr. Robinson answered questions.

   Motion by Vice-Chairman Vensel, supported by Commissioner Swartout to to accept the communication, place it on file, and recommend to the full Board to approve the official request for a $1,000,000 contribution to the West Elm Avenue Rail Grade Separation Project for the remaining unfunded local match requirement with a recommendation of a letter of commitment of the project with the understanding that the subsequent agreement would follow and be approved by the full Board.

   Roll call by Deputy Clerk as follows:

AYE		NAY	EXCUSED
J. Henry Lievens	Jay Heinzerling	Greg Moore Jr.	
David Swartout	Greg Moore Jr.		
David Vensel			

   Motion carried.

3. Letter dated March 14, 2025 from Sheriff Troy Goodnough, requesting the addition of an additional Sergeant position to the existing staffing plan.

   Sheriff Troy Goodnough explained why this addition is necessary as well as how this addition will help the Sheriff's department.

   Discussion commenced.

   Motion by Commissioner Heinzerling, supported by Vice-Chairman Vensel to accept the communication, place it on file, and recommend to the full Board to approve the authorization of adding an additional Sergeant position. Further, recommend a supplemental appropriation between $79,067 and $115,496 dependent upon the experience of the backfilled deputy position from the 2025 General Fund to fund the amount not covered by the Sheriff's 2025 budget.

   Roll call by Deputy Clerk as follows:

AYE		NAY	EXCUSED
J. Henry Lievens	Jay Heinzerling		
David Swartout	Greg Moore Jr.		
David Vensel			

Motion carried.

4. Letter dated April 3, 2025 from Ms. Donna Kuti, Dispatch Director, requesting the addition of two (2) additional full-time 9-1-1 dispatchers and two (2) part-time 9-1-1 dispatchers to the current approved staffing levels.

   Donna Kuti, Dispatch Director, explained how these additions would benefit Dispatch and further explained how it would assist with the separation of job functions.

   Discussion commenced.

   Motion by Commissioner Swartout, supported by Vice-Chairman Vensel to accept the communication, place it on file, and recommend to the full Board to approve the authorization of adding two (2) additional full-time 9-1-1 dispatchers and two (2) part-time 9-1-1 dispatchers to the current approved staffing levels.

   Roll call by Deputy Clerk as follows:

AYE		NAY	EXCUSED
J. Henry Lievens	Jay Heinzerling		
David Swartout	Greg Moore Jr.		
David Vensel			

   Motion carried.

5. Letter dated March 28, from Mr. Jeff McBee, Human Resources Director, requesting the reclassification of the Courthouse Security being placed on the Non-Union Wage Scale.

   Jeff McBee, Human Resources Director explained that the security guard position has never been classified and discussed their compensation.

   Vice-Chairman Vensel stated he was glad this is happening and thanked Commissioner Hoffman for his efforts to move this forward. Stated it is well deserved.

   Motion by Commissioner Heinzerling, supported by Commissioner Swartout to accept the communication, place it on file, and recommend to the full Board to approve the authorization of the grade 8 classification of the Courthouse Security position on the non-union wage scale. Further, recommend a supplemental appropriation from the General Fund of up to $4,184.00 to fund the amount not covered by the 2025 Courthouse Security budget.

   Roll call by Deputy Clerk as follows:

AYE		NAY	EXCUSED
J. Henry Lievens	Jay Heinzerling	Greg Moore Jr.	
David Swartout			
David Vensel			

Motion carried.

6. MIDC Feasibility Study

Mary Gantzos, Managing Attorney, explained the study, the timeline, and the cost. Mr. Gantzos further explained the differences between having Assigned Counsel and having a Public Defender's Office.

Discussion commenced.

Motion by Vice-Chairman Vensel, supported by Commissioner Heinzerling to conduct a MIDC Feasibility Study with the objective to transition to a Public Defenders Office.

Commissioner Moore stated a feasibility study with an objective in mind seems backwards. He explains the study is conducted to see if something is feasible.

Vice-Chairman Vensel explained that when he asked Ms. Gantozs what the objective was, she stated it was to transition to a Public Defenders Office. He further explained why and how this would be better for the County and its citizens.

Commissioner Moore explained the result is supposed to be based on the results of the study. Stated the question should be, is it feasible based on the parameters looked at.

Discussion commenced.

Commissioner Swartout stated he shares the same concerns as Commissioner Moore. He stated why can't we request an opinion before we spend $50,00 on a study.

Chairman Lievens stated the Regional Director explained this was a career model last time she was here. He also stated he believes it would be a viable outcome. Also explained if you look to the North and West, most of the counties have Public Defenders Office.

Michael Bosanac, Administrator/CFO recommended pushing this agenda item to the full Board to give time to conversate with the Director.

Chairman Lievens stated all members of the Board of Commissioners are in attendance so they all have the necessary background information. He then asked if the Director, Nicole Walters attend the meeting on Tuesday.

Vice-Chairman Vensel amended the motion, supported by Commissioner Heinzerling to pull this agenda item and place it on the Board of Commissioners Agenda for further discussion and board action.

Voice vote taken. Motion carried.

7. Probate Court Security Discussion

Vice-Chairman Vensel explained the architecture of Judge Arnolds office and explained the safety concerns of it. Further explained the door to the Judge's chambers is the only door in the courthouse without a window.

Commissioner Swartout explained there is no amount included for architectural fees. He asked for an addition to the motion of architectural fees not to exceed $4,000.

Motion by Commissioner Heinzerling, supported by Vice-Chairman Vensel to accept the communication, place it on file, and recommend to the full Board to approve the request for a comparable courtroom chamber security measure concerning a window with architectural fees not to exceed $4,000.

Roll call by Deputy Clerk as follows:

AYE		NAY	EXCUSED
J. Henry Lievens	Jay Heinzerling	Greg Moore Jr.	
David Swartout			
David Vensel			

Motion carried.

8. St. Joseph Center for Hope Emergency Funding.

Rebecca Turner, Program Manager of the St. Joseph Center for Hope, explained their funding got cut by 92% starting April 1, 2025. Ms. Turner stated they have enough to stay operational until May 15, 2025. She also explained they have been and will continue to apply for grants but she is requesting additional funding to help them get to September of 2025. Stated the total cost would be a minimum of $167,000 to fund them until this September.

Discussion was held.

Motion by Commissioner Swartout, supported by Commissioner Heinzerling to accept the communication, place it on file, and recommend to the full Board to approve the request for additional month to month funding with the appropriate service agreement/paperwork.

Roll call by Deputy Clerk as follows:

AYE		NAY	EXCUSED
J. Henry Lievens	Jay Heinzerling	Greg Moore Jr.	
David Swartout			
David Vensel			

Motion carried.

9. Courts request to allow Court Recorders to use the Printing Department to produce transcripts with the Court Recorders reimbursing the County for the production costs.

   Michael Bosanac, Administrator/CFO and Jacob Perry, IT Director explained the background and the process for this request.

   Discussion was held.

   Refer to staff and legal with a fee schedule

   Motion by Vice-Chairman Vensel, supported by Commissioner Heinzerling to accept the communication, place it on file, and recommend to the full Board to approve the Courts request to allow Court Recorders to use the Printing Department to produce transcripts with the Court Recorders reimbursing the County for the production cost once referred to staff and legal counsel and a fee schedule is provided.

   Roll call by Deputy Clerk as follows:

AYE		NAY	EXCUSED
J. Henry Lievens	Jay Heinzerling		
David Swartout	Greg Moore Jr.		
David Vensel			

Motion carried.

10. Monroe County Bar Association Historical Pictures Displayed.

    Chairman Lievens explained how he would like to move the Historical Pictures from the third and fourth floor and put them in the Courtroom Hallways.

    Commissioner Moore asked if they had to get permission to display these pictures last time.

    Chairman Lievens answered yes.

    Motion by Vice-Chairman Vensel, supported by Commissioner Heinzerling to accept the communication, place it on file, and recommend to the full Board to approve the relocation of Monroe County Bar Association Historical Pictures from the third and fourth floor back to outside the courtrooms.

Voice vote taken. Motion carried.

VI. NEW BUSINESS – None

VII. OLD BUSINESS – None

VIII. CITIZENS TIME – None

IX. INFORMATION – None

X. COMMISSIONERS TIME –

Commissioner Moore – Passed.

Commissioner Swartout – Passed.

Commissioner Heinzerling – Thanked everyone for coming out.

Commissioner Vensel – Passed.

Chairman Lievens – Passed.

XI. ADJOURNMENT – With no further business, Chairman Lievens adjourned the meeting at 7:04 p.m.

Respectfully submitted by:

Grace Drewior

Grace Drewior
Deputy Clerk/Administrative Assistant
Monroe County Board of Commissioners