

TUESDAY, January 5, 2016

PRESENT: Comm. Stimpson, Bales, Bolton, Collins, Driskill, Knoblauch, Lapham, Tillotson, and Wittenbach.

ABSENT: None

Also Present: Jenny Escott, Burke Castleberry, Curtis Parsons, Kim Murphy, Jim Anderson, Jack Welsh, John Tuckerman, Bonnie Tuckerman, Kristi Drake, Jenna Gonzales (WLEN), Dennis Pelham (The Daily Telegram), Martin Marshall, and Roxann Holloway.

Meeting was called to order by Clerk, Roxann Holloway.

The meeting opened with an invocation and the Pledge of Allegiance.

Clerk Holloway opened the floor for nominations for the 2016 Chair of the Board of Commissioners.

Comm. Wittenbach nominated David Stimpson. There were no more nominations.

Comm. Bolton moved to close the nominations and cast a unanimous ballot for David Stimpson, Comm. Knoblauch seconded, Motion CARRIED.

Clerk Holloway turned the meeting over to the newly-elected 2016 Chair, David Stimpson.

Comm. Stimpson opened the floor for nominations for the 2016 Vice Chair of the Board of Commissioners.

Comm. Tillotson nominated Chris Wittenbach. Comm. Lapham nominated Terry Collins. There were no more nominations. Comm. Collins moved to close nominations, Comm. Driskill seconded, Motion CARRIED.

Comm. Collins was elected as the 2016 Vice-Chair of the Board of Commissioners, by the following Roll Call Vote: Comm. Bales, Bolton, Collins, Driskill, Lapham, and Stimpson voted for Comm. Collins. (6 votes) Comm. Knoblauch, Tillotson, and Wittenbach voted for Comm. Wittenbach. (3 votes)

Comm. Lapham moved to recess to the Rules & Appointments Committee Meeting at 10:05 A.M., Comm. Bolton seconded, Motion CARRIED.

Regular Session reconvened at 10:50 A.M.

Comm. Collins moved to adopt the Standing Committee Appointments and Meeting Dates for 2016 as presented by the Rules & Appointments Committee, Comm. Tillotson seconded, Motion CARRIED.

Comm. Bolton moved to adopt 2016 Board Appointments, as presented by the Rules & Appointments Committee, Comm. Tillotson seconded, Motion CARRIED.

Comm. Tillotson recognized former Chair of the Board of Commissioners, John Tuckerman.

Comm. Stimpson announced that photos will be taken at 12:30 P.M., prior to the January 13, 2016, regular Board of Commissioner's Meeting. The cost is \$20.00 for each photo.

Comm. Stimpson took a few minutes to reflect on all the changes and accomplishments of the commission during 2015.

Comm. Driskill announced that it was free Radon Test Kit Month.

Comm. Tillotson moved to adjourn at 10:59 A.M., Comm. Wittenbach seconded, Motion CARRIED.

Roxann Holloway, Clerk

David Stimpson, Chair

WEDNESDAY, January 13, 2016

PRESENT: Comm. Stimpson, Bolton, Collins, Driskill, Knoblauch, Lapham, Tillotson, Wittenbach, and Bales.

ABSENT: None

Also Present: Jenny Escott, Ed Scheffler, Carolyn Bater, Kim Murphy, Dennis Pelham (The Telegram), Jenna Gonzales (WLEN), David Aungst, Burke Castleberry, Jim Philp, Victor Hogue, Irene Hogue, Emma Brooks, Kim Amstutz-Wild, Kathlene Kurowicki, Lyndsay Garrison, Martin Marshall, Roxann Holloway.

The meeting was opened with an invocation and the Pledge of Allegiance.

Comm. Driskill moved to approve the minutes from the December 9, 2015, Comm. Knoblauch seconded, Motion CARRIED.

Comm. Bolton moved to approve the minutes from December 14, 2015, Comm. Wittenbach seconded, Motion CARRIED.

Comm. Bolton moved to approve the minutes from January 5, 2016, meeting, Comm. Wittenbach seconded, Motion CARRIED.

Comm. Tillotson moved to approve the agenda, Comm. Bolton seconded, Motion CARRIED.

Communications were read.

Comm. Tillotson announced that Kathlene Kurowicki is retiring From Lenawee Soil Conservation and thanked her for her many years of service. He introduced and welcomed Lindsay Garrison, who will be taking her place.

Comm. Bolton moved to approve the following Consent Agenda, Comm. Driskill seconded, Motion CARRIED by a Unanimous Roll Call.

Consent Agenda:

RESOLUTIONS

1) DEPOSITORY & INVESTMENT

RES#2016-001

WHEREAS, under the law of the state of Michigan, Act No. 20 of 1943, as amended by PA 196 OF 1997, This Board is required to provide, by resolution, an investment policy governing the prudent management of all public monies, including general fund, tax monies, special revenue funds, debt service funds, capital project funds, enterprise funds, internal service funds, trust & agency and any new funds established by and belonging to, or held for, the State, county or other political units coming into the hands of the County Treasurer.

THEREFORE BE IT RESOLVED as follows:

- (1) The Lenawee County Board of Commissioners hereby directs the Lenawee County Treasurer to direct and oversee the management of all public monies, including monies and funds held for the State Board of Escheats or missing heirs, coming into his/her hands as treasurer in the manner outlined in the accompanying investment policy.
- (2) The Treasurer is authorized to invest funds with any financial institution legally permitted by State statute Act #20 of the Michigan Public Acts of 1943, as amended, or Federal law or regulation within the limits set therein, and
- (3) The Treasurer is authorized to enter into and execute on behalf of the County any contracts with any bank or trust company for the safekeeping or third party custodianship of any of the County securities as well as any contracts or repurchase agreements with any corporation for the purchase of any such securities which will be the subject of such safekeeping or third party custodianship arrangements, on such terms and conditions as the County Treasurer shall require, and
- (4) The Treasurer is authorized to engage a professional management firm to manage the assets, as long as that firm:
 - a. Acknowledges receipt of the investment policy and
 - b. Agrees to comply within the terms of the investment policy regarding the buying or selling of securities and
- (5) The County Treasurer is authorized to rely on the continuing effect of these resolutions until amended or repealed by the subsequent Resolution of this or a successor Board of Commissioners

Investment Policy #F03-02 It is the policy of Lenawee County to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow needs of the County and comply with all state statutes governing the investment of public funds.

This investment policy applies to all financial assets of the County. These assets are accounted for in the various funds of the county and include the general funds, special revenue funds, debt service funds and capital project funds, (unless bond ordinances and resolutions are more restrictive), enterprise funds, internal service funds, trust and agency funds and any new fund established by the County.

The primary objectives, in priority order, of the County's investment activities shall be:

Safety--Safety of principal is the foremost objective of the investment program.

Investments shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.

Diversification--The investments will be diversified by security type and institution in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

Liquidity--The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

Return on Investment--The investment portfolio shall be designed with the objective of obtaining a rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

Authority to manage the investment program is derived from the following: Lenawee County Board of Commissioners' most current resolution designating depositories and M.C.L. 48.40 requiring the County Treasurer to be the custodian of the County's funds. Management

responsibility for the investment program is hereby delegated to the Lenawee County Treasurer who shall establish written procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, cash purchase or delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, collateral / depository agreements and banking service contracts. No person shall engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Lenawee County Treasurer. The Lenawee County Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of the subordinate officials.

The County of Lenawee is limited to investments authorized by Act 20 of 1943, as amended, and may invest in the following:

1. Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
2. Certificates of deposit, savings accounts, deposit accounts or depository receipts of a financial institution meeting all criteria as a depository of public funds contained in the state law.
3. Commercial paper rated at the time of purchase within the two (2) highest classifications established by not less than 2 standard rating services and that matures not more than 270 days after the date of purchase.
4. In United States government or federal agency obligation repurchase agreements.
5. Bankers Acceptances on United States banks.
6. Obligations of this state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than 1 standard rating service.
7. Mutual funds registered under the investment company act of 1940, title I of chapter 686, 54 Stat. 789, 15 U.S.C. 80a-1 to 80a-3 and 80a-4 to 80a-64, with authority to purchase only investment vehicles that are legal for direct investment by a public corporation. However, a mutual fund is not disqualified as a permissible investment solely by reason of either of the following:
 - a. The purchase of securities on a when-issued or delayed delivery bases.
 - b. The ability to lend portfolio securities as long as the mutual fund receives collateral at all times equal to at least 100% of the value of the securities loaned.
 - c. The limited ability to borrow and pledge a like portion of the portfolio's assets for temporary or emergency purposes.
8. Investment pools organized under the surplus funds investment pool act, 1982, PA367, MCL129.11 to 129.118.
9. The investment pools organized under the local government investment pool act, 1985 PA121, MCL 129.141 to 129.150.

All security transactions, including collateral for repurchase agreements and financial institution deposits, entered into by the County shall be on a cash (or delivery vs. payment) basis. Securities may be held by a third party custodian designated by the Treasurer and evidenced by safekeeping receipts as determined by the Treasurer.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

2) 2016 PEER GROUP

RES#2016-003

WHEREAS The County of Lenawee has entered into a Grant Agreement with the Michigan Department of Licensing and Regulatory Affairs-Office of Land Survey and Remonumentation for the conduction of surveying, monumentation, and remonumentaion in Lenawee County.

The County has need for professional surveyors to serve on the Peer Group under its Grant Agreement to meet at various times during the year to review corners that are to be remonumented under the provisions of the Monumentation and Remonumentation Plan for Lenawee County.

As of June 12, 2014, the State of Michigan requires members of the PEER Group to be appointments of the County Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Lenawee County Board of Commissioners does hereby appoints Michael Bartolo, David Erickson, Joseph Fenicle, Glenn Richard, and Scott Warnke to the 2016 PEER Group; these appointments will expire on an annual basis coinciding with the terms of their agreement.

BE IT FURTHER RESOLVED that the Chairperson and County Clerk of Lenawee County are hereby authorized and directed to execute said 2016 PEER Group agreement on behalf of the County of Lenawee, Michigan.

3) LENAWEE TRANSPORTATION CORPORATION

RES#2016-004

Agreement 2012-0116/P19/FY2016 Section 5311 Operating Assistance

WHEREAS, the Lenawee County Board of Commissioners has made known its intent to provide public transportation service, and

WHEREAS, the Lenawee County Board of Commissioners has contracted with the Lenawee Transportation Corporation to provide that transportation service, and,

WHEREAS, a Project Authorization has been proposed which provides FY 2016 Section 5311 Operating assistance for such service, effective October 1, 2015 and expiring September 30, 2016, based on 18.5% of the estimated eligible costs, and,

WHEREAS, this project authorization includes partial funding for the year, approximately 46% of the 18.5% of the estimated eligible costs which is \$35,910, and

WHEREAS, the maximum amount to be paid will not exceed 18.5% of the audited costs and if funds are insufficient to reimburse at 18.5% of the audited costs, a new reimbursement percentage will be calculated for all agencies, and, be it,

RESOLVED, that the Lenawee County Board of Commissioners does hereby approve the proposed Agreement no. 2012-0116, Authorization No. P19 for FY 2016 Section 5311 Operating Assistance, and be it,

FURTHER RESOLVED, that the monies from the grant be given to Lenawee Transportation in accordance with the terms of the Authorization No. P19, and,

HEREBY, authorize the Chairman, David Stimpson and County Clerk, Roxann Holloway to execute Authorization No. P19 for and on behalf of Lenawee County.

APPROVAL OF COMMITTEE ACTIONS

Rules & Appointments (01/12/16)

Lenawee Transportation Corporation: Reappointment Sandy Keener and Ralph Tillotson to the Lenawee Transportation Corporation Board [term expiration 9/18].

Personnel/Ways & Means (01/12/16)

2016 Labor Contract Amendment: Approve the tentative 2016 labor agreements for the POAM employee groups.

Pay Grade Request: Approve the creation of a Certified Court Recorder position with one position for each Court with an effective date of January 1, 2016.

Depository & Investment: Adopt the Depository and Investment annual policy (**RES#2016-001**).

PEER Group Agreements: Approve the remonumentation agreements with Associated Engineers and Surveyors and Bartolo Surveying and approve the 2016 PEER Group appointments (**RES#2016-003**).

Transportation Agreement: Approve **Resolution #2016-004** Transportation Agreement #2012-0116, Authorization No. P19 for FY 2016 Section 5311 Operating Assistance.

Comm. Wittenbach moved to approve the following proclamation, Comm. Bolton seconded,
LOCAL SCHOOL BOARD MEMBER- RECOGNITION MONTH **PRO#2016-001**

WHEREAS, providing for the education of Michigan’s school-aged children is a fundamental duty of state government, as stated in Article VIII, Section 2, of the Michigan Constitution of 1963; and

WHEREAS, the education of our youth is the foundation upon which the economic, social, and intellectual capital of our state is built; and

WHEREAS, locally-elected school boards play an important and vital role in a representative democracy, and decisions made by local boards of education directly influence instruction in Michigan’s public schools; and

WHEREAS, our 89 local board members contribute hundreds of hours each year leading their districts- whether it is by deliberating important decisions about curriculum; adopting policies; hiring top notch personnel and administrators; listening to staff, parent, and student concerns; or recognizing outstanding programs- board members always keep their eyes on the goal of student achievement; and

WHEREAS, these decisions affect the present and future lives of children, and also set direction to prepare all students to be competitive in a local, state, national, and global 21st Century knowledge economy, and

WHEREAS, local school board members are exceptional people who tackle the enormous job of governing school districts, and demonstrate, to the over 15,400 K-12 students in Lenawee County, the high character of civic duty and responsibility that all citizens should engage; and

WHEREAS, this year’s theme, School Boards Lead, reflects on these board members who voluntarily tackle the enormous job of governing school districts and preserving the core of our democratic nation; and

WHEREAS, Local School Board Member Recognition Month provides an opportunity to build stronger relationships between the thousands of women and men who champion the cause of public education as board members, their schools, and the communities they serve; and

THEREFORE BE IT RESOLVED that the Lenawee County Board of Commissioners recognize the contributions of the local boards of education to the academic success of public school students, and

express its sincerest appreciation for their focus on the well-being and achievement of children throughout the county; and

BE IT FURTHER RESOLVED, that the Lenawee County Board of Commissioners proclaims January 2016 as *Local School Board Member Recognition Month* in Lenawee County, and encourage local school districts and community leaders to appropriately recognize dedicated local school board members.

Motion CARRIED by a Unanimous Roll Call.

Comm. Lapham moved to approve the following proclamation, Comm. Driskill seconded,

9-1-1 SURCHARGE MILLAGE PROPOSAL **RES#2016-002**

WHEREAS, the Lenawee County Board of Commissioners determines that additional funding is required in order to adequately finance 9-1-1 operations; and

WHEREAS, the Board of Commissioners authorize an operational surcharge to be placed on the May 3, 2016 ballot to cover a five year period (2016-2021), and

WHEREAS, that said ballot language read as follows: *To fund 9-1-1 operations and pursuant to the Michigan Emergency Telephone Service Enabling Act and the Michigan Telecommunications Act, shall the County of Lenawee be authorized, beginning July 1, 2016 and continuing through June 30, 2021, to assess a monthly surcharge of up to 16%, (with all operational surcharges not to exceed \$3.00 per month) of the lesser of \$20.00 or the highest monthly flat rate for basic single-party telephone service within the geographic boundaries of Lenawee County, with the revenue thus generated to be distributed exclusively for the financing of equipment, facilities and all other operational costs of the Lenawee County 911 Emergency Telephone Answering and Dispatch System?*

WHEREAS, an annual audit of the operational surcharge funds shall be conducted.

NOW THEREFORE BE IT RESOLVED that the Lenawee County Board of Commissioners hereby authorizes and directs county election officials to place this matter on the May 3, 2016, ballot in all jurisdictions; and

BE IT FURTHER RESOLVED that County officials are hereby authorized to sign any relevant state forms and other documents related to this authorized assessment;

BE IT FURTHER RESOLVED that this Resolution shall augment, supersede, modify or replace any inconsistent prior resolution or motion;

BE IT FURTHER RESOLVED that the County Clerk shall send a copy of this resolution to each telephone service provider within the County that provides landline service.

Discussion followed. Motion CARRIED by a Unanimous Roll Call.

Comm. Wittenbach reported from the Information Technology/Equalization Committee.

Comm. Driskill reported from the Human Services Committee.

Comm. Bolton reported from the Rules and Appointments Committee.

Comm. Collins reported from Criminal Justice Committee.

Comm. Tillotson reported from the Physical Resources Committee.

Comm. Tillotson reported from the Accounts Payable Committee.

December 30, 2015 - Comm. Tillotson moved to approve total vouchers for payment in the amount \$2,154,171.80 with the general fund's portion being \$187,542.85, Comm. Collins seconded, Motion CARRIED.

January 7, 2016 - Comm. Tillotson moved to approve total vouchers for payment in the amount \$478,824.44 with the general fund's portion being \$43,956.89, Comm. Bolton seconded, Motion CARRIED.

Comm. Wittenbach reported from Parks & Recreation Committee.

Comm. Driskill reported from the Road Commission.

Comm. Wittenbach reported from the Department of Human Services.

Comm. Knoblauch reported from the Solid Waste Committee.

Comm. Driskill reported from the Airport Committee.

Comm. Bolton reported from Michigan Works.

Comm. Tillotson reported from the Substance Abuse Committee

Comm. Knoblauch reported from the Veterans Affairs Committee.

Comm. Wittenbach reported from the AG Committee.

Comm. Collins reported from the 9-1-1 District Board.

Comm. Wittenbach reported from the Health Board.

Comm. Stimpson reported from MAC-Human Services Committee.

Comm. Wittenbach requested information regarding the timeline for the Sheriff's Dept. Building Project.

Comm. Stimpson stated that due to the financing timelines the project was at a standstill. His plan is to add it back on the agenda within the next month for discussion.

Comm. Driskill moved to adopt a resolution opposing Section 57, paragraph 3, of Public Act 269, which includes several prohibitions that local government cannot do during the 60-day period before an election, and ask our legislators to remove this portion, Comm. Bolton seconded, discussion followed.

Prosecutor Castleberry and Administrator Marshall expressed their concerns with this legislation

and the effect this will have on the 9-1-1 Surcharge Ballot Proposal on the May 3, 2016, Election. Discussion continued.

Motion CARRIED by a Unanimous Roll Call Vote.

Comm. Stimpson announced that he would be contacting commissioners within the next 30 days to appoint an Investment Policy Sub-committee.

Comm. Bolton announced the Adrian Area Chamber's 12th Annual Meeting and Awards Dinner on January 26, 2016, at the Adrian College Tobias Center.

Comm. Bolton moved to adjourn at 3:18 P.M., Comm. Knoblauch seconded, Motion CARRIED.

Roxann Holloway, County Clerk

David Stimpson, Chair

WEDNESDAY, February 10, 2016

PRESENT: Comm. Stimpson, Bolton, Collins, Driskill, Knoblauch, Lapham, Tillotson, Wittenbach, and Bales.

ABSENT: None

Also Present: Kim Murphy, Dennis Pelham (The Telegram), David Aungst, Lt. Cuevas, Brett Holubik, Troy Bevier, Rebecca Clark, Lindsay Garrison, Charlie Rodenbaugh, Charles Weir, Tim Kelly, Martin Marshall, Roxann Holloway.

The meeting was opened with an invocation and the Pledge of Allegiance.

Comm. Bolton moved to approve the minutes from the January 13, 2016, Comm. Wittenbach seconded, Motion CARRIED.

Comm. Tillotson moved to approve the agenda, Comm. Wittenbach seconded, Motion CARRIED.

Communications were read.

Comm. Wittenbach moved to present the following recognition, Comm. Knoblauch seconded, The Board of Commissioners wishes to recognize and congratulate Becky Clark for more than 35 years of committed service to the Department of Health and Humans Services.

Ms. Clark has an exceptional record of service; she has challenged those around her to higher standards and community involvement; she has worked on task force teams for many initiatives throughout her career; and she is an expert in Long Term Care policy and Medicaid Programs. Ms. Clark will be missed by community agency staff, the DHHS staff and management team, and the customers that she worked with. **THEREFORE**, Becky Clark is hereby commended for her dedication to the enhancement and protection of health and well-being for all Lenawee County residents through the effective health and human services and fostering advances in medicine, public health, and social services provided by the Department of Health and Human Services. Motion CARRIED.

Matt Shane, MSU Extension, presented the 2015 MSU Extension Annual Report.

Comm. Bolton moved accept the report as presented (report on file), Comm. Knoblauch seconded, Motion CARRIED.

Administrator Marshall presented the 911 Surcharge video presentation. Discussion followed.

Comm. Stimpson and Administrator Marshall commended the work group for all their time and hard work.

Comm. Knoblauch moved to approve the following Consent Agenda, Comm. Driskill seconded, Motion CARRIED by a Unanimous Roll Call.

Consent Agenda:

RESOLUTIONS

**1) LENAWEЕ TRANSPORTATION CORPORATION RES#2016-006
Title VI Program For Lenawee County**

WHEREAS, the Lenawee County Board of commissioners has made known its intent to provide public transportation service; and

WHEREAS, the Lenawee County Board of Commissioners has contracted with the Lenawee Transportation Corporation to provide that transportation service; and

WHEREAS, a Title VI Plan had been developed for Lenawee Transportation Corporation in its administration and management of the transit system on November 28, 2009; and

WHEREAS, an updated Title VI Program has been revised for the Lenawee Transportation Corporation; and

NOW, THEREFORE, BE IT RESOLVED that the Lenawee County Board of Commissioners approved the updated and revised Title VI Program; and

HEREBY, authorize the Chairman, David Stimpson and County Clerk, Roxann Holloway to sign the Acknowledgement of the aforementioned program.

**2) LENAWEЕ TRANSPORTATION CORPORATION RES#2016-007
Agreement 2012-0116/P19/S1 Operations Contract**

WHEREAS, Lenawee County has had a small-bus transportation system available for its residents for the past 38 years; and,

WHEREAS, In particular, the small bus system has been able to provide service to most residents of the County and those with special transportation needs including persons with disabilities and Senior Citizens; and,

WHEREAS, The Lenawee County Board of Commissioners continues to be supportive of the transportation system and the service it makes available; therefore, be it,

RESOLVED, The Lenawee County Board of Commissioners approved the Operations Contract, 2012-0116/P19/S1 between the Board of Commissioners of the County of Lenawee and the Lenawee Transportation Corporation covering the period of October 1, 2015 through September 30, 2016, and the Contract leasing the necessary small buses to the Lenawee Transportation Corporation as necessary for operation; and,

HEREBY, Authorize the Chairman of the Lenawee County Board of Commissioners, David Stimpson, and the County Clerk, Roxann Holloway, to sign the aforementioned documents.

APPROVAL OF COMMITTEE ACTIONS

Rules & Appointments (02/09/16)

Lenawee Department on Aging: Appoint Carol Zawacki as District #1 representative, Pat Rajc as District #9 representative, and Grace Hanke as Senior Network representative to the Lenawee Department on Aging board; with terms to expire in September, 2018.

Lenawee Transportation Corporation: Reappoint Scott Whitehouse to the Lenawee Transportation Corporation Board [term expiration September, 2018].

2016 Rules & Regulations:

- Accept the amendment changing the notice time from 48 to 18 hours in section 1.40 Special Meetings.
- Accept the amendment to section 4.11 Election of the Chair which changes the election of a Chair from each calendar year to each odd numbered year.
- Strike section 4.53a from the Rules and Regulations.
- Strike section 4.54 from the Rules and Regulations.
- Accept the changes to 10.2 as presented: *These rules, having been adopted by not less than a majority of all the members elect of the Board, may be amended or rescinded by a majority vote of all the members elect of the Board. They shall remain in effect until amended or rescinded. Any proposed amendment to these rules must be submitted in writing to the Rules and Appointments Committee at a meeting of the Rules and Appointments Committee. The Rules and Appointments Committee shall not adopt a rule change less than twenty five days after receipt. The purpose of this section is to give all Commissioners the opportunity to review all potential rule changes and allow pertinent discussion to follow. Amendments to a rule that has already been submitted to the Rules and Appointments Committee for review are not subject to the twenty five day review period. In the event a rule change becomes necessary where time is of the essence, the twenty five day rule can be nullified by a 2/3 vote of the members elect of the board. Any amendment to these rules shall take immediate effect unless otherwise stipulated.*

Personnel/Ways & Means (02/09/16)

Airport Manager: Approve the reclassification of Airport Director from NU7540 to NU7543.

Finance Reports: Approve the budget adjustment as presented.

MSHDA Housing Grant: Accept the MSHDA Housing grant in the amount of \$354,000 and authorize Martin Marshall, Kimberly Murphy, Cheryl Whipple, and Rebecca Borton as designated signatories for MSDHA Grant Agreement #MSC-2015-0797-HOA.

Medical Examiner's MOA: Approve the Memorandum of Agreement between Dr. Bader Cassin, MD and Lenawee County to provide the services of Medical Examiner.

Lenawee Transportation Corporation: Adoption RES#2016-006 Title VI Program and RES#2016 LTC Operations contract.

Register of Deeds: Designate the Register of Deeds as signatory for the memorandum of understanding for eRecording services operating within the Register of Deeds Office.

Committee Recommendations/Referrals: Approve the inter-local agreement with Oakland County for G2G Cloud e-Commerce solutions for over the counter and online credit card solutions.

Comm. Wittenbach reported from the Information Technology/Equalization Committee.

Comm. Driskill reported from the Human Services Committee.

Comm. Bolton reported from the Rules and Appointments Committee.

Comm. Collins reported from Criminal Justice Committee.

Comm. Tillotson reported from the Physical Resources Committee.

Comm. Tillotson reported from the Accounts Payable Committee.

January 21, 2016 - Comm. Tillotson moved to approve total vouchers for payment in the amount \$2,212,687.60 with the general fund's portion being \$504,224.98, Comm. Wittenbach seconded, Motion CARRIED.

February 4, 2016 - Comm. Tillotson moved to approve total vouchers for payment in the amount \$1,346,978.21 with the general fund's portion being \$144,786.33, Comm. Collins seconded, Motion CARRIED.

Comm. Wittenbach reported from Parks & Recreation Committee.

Comm. Driskill reported from the Road Commission.

Comm. Wittenbach reported from the Department of Human Services.

Comm. Lapham reported from the Department on Aging.

Comm. Knoblauch reported from the Solid Waste Committee.

Comm. Bolton reported from Michigan Works.

Comm. Driskill reported from MTA.

Comm. Knoblauch reported from the Veterans Affairs Committee.

Comm. Collins reported from the 9-1-1 District Board.

Comm. Wittenbach reported from the Health Board.

Comm. Wittenbach reported from MAC-Economic Development.

Comm. Stimpson announced that the Farm Bureau will be serving lunch for all the commissioners on March 9, 2016, before the regular commissioner's meeting and encouraged everyone to attend.

Comm. Tillotson moved to adjourn at 2:53 P.M., Comm. Knoblauch seconded, Motion CARRIED.

Roxann Holloway, County Clerk

David Stimpson, Chair

WEDNESDAY, March 9, 2016

PRESENT: Comm. Stimpson, Bolton, Collins, Driskill, Knoblauch, Lapham, Tillotson, Wittenbach, and Bales.

ABSENT: None

Also Present: Kim Murphy, Dennis Pelham (The Telegram), Burke Castleberry, Joe Malak, Boris Yakima, Troy Bevier, Carolyn Bater, Marilyn Woods, Ed Scheffler, Joe Brezvai, Jamie Driskill, Martin Marshall, Lindsay Garrison, John Glinchey, Diana Schroeder, Rebecca Borton, and Undersheriff Anderson.

The meeting was opened with an invocation and the Pledge of Allegiance.

Comm. Bolton moved to approve the minutes from the February 10, 2016, Comm. Knoblauch seconded. Motion CARRIED.

Comm. Tillotson moved to approve the agenda, Comm. Bolton seconded, Motion CARRIED.

Communications were read.

Commissioners thanked Farm Bureau for the good food and conversations; their input is greatly appreciated.

Jenny Escott, Drain Commissioner, presented the 2015 Drain Commission Annual Report.

Comm. Tillotson moved accept the report as presented (report on file), Comm. Wittenbach seconded, Motion CARRIED.

Commissioner Knoblauch commended the work of the Drain Commission.

Troy Bevier, Deputy IT Director, presented the new County website.

Comm. Driskill moved to approve the following Consent Agenda, Comm. Knoblauch seconded, Motion CARRIED by a Unanimous Roll Call.

Consent Agenda:

1) RESOLUTION ENACTING SECOND QUARTERLY ALLOTMENT OF ALLOCATIONS

Second Quarter: April 1, 2016 – June 30, 2016

RES#2016-008

WHEREAS, the 2016 General Appropriations Act provided for the allotment of appropriations on a periodic basis when financial circumstances warrant; and

WHEREAS, the Lenawee County Board of Commissioners deems that financial circumstances exist whereby the quarterly allotment of appropriations contained in the 2016 General Fund Budget is deemed desirable; and

WHEREAS, the financial circumstances also dictate that other steps also be taken to contain expenditures during the fiscal year.

THEREFORE BE IT RESOLVED by the Lenawee County Board of Commissioners, that the expenditure of the 2016 appropriations as contained in the 2016 General Fund Budget be established for the period beginning January 1, 2016 and ending June 30, 2016, and that the elected and appointed officials responsible for appropriations be so notified, and;

BE IT RESOLVED that said County officials shall not cause obligations to be incurred against, nor shall payment be made from appropriations in excess of the amount provided in the schedule.

2) LENAWEЕ TRANSPORTATION CORPORATION

Resolution of Intent

RES#2016-009

WHEREAS, pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the Lenawee County Board of Commissioners (hereby known as THE APPLICANT) established under Act 94 to provide a local transportation program for the state fiscal year of 2017 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for the governing body, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

WHEREAS, the performance indicators have been reviewed and approved by the governing body.

WHEREAS, THE APPLICATION, has reviewed and approved the proposed balance (surplus) budget, and funding sources of estimated federal funds \$94,975, estimated state funds \$183,585, estimated local funds \$50,000, estimated fare box \$184,620, estimated other funds of \$200, with total estimated expenses of \$513,380.

NOW THEREFORE, be it resolved that THE APPLICANT hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

HEREBY, appoints Marcia M Bohannon as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 for 2017.

3) RECOGNITIONS

- Mary Ellen Loar, Equalization Department - 41 Years of Service

The Board of Commissioners wishes to recognize and congratulate Mary Ellen Loar for 41 years of dedicated service to the residents of Lenawee County as an employee and supervisor of the Lenawee County Equalization Department. Ms. Loar began her career with Lenawee County Equalization in March of 1975 and was appointed as the Assistant Equalization Director in 1989, a position that she held until her retirement. Throughout her time with the County, Mary Ellen worked closely with local assessors, township officials and township boards of review on equalization studies, tax rate requests, and assessment rolls. During her tenure the department transitioned from manual records and paper maps to digital assessment rolls and an integrated GIS system.

THEREFORE, Mary Ellen Loar is hereby commended for her dedication and service to Lenawee County in maintaining an equitable and stable tax base which makes possible all of the services and programs that County residents enjoy.

- **Rick Richardson, Equalization Department - 21 Years of Service**
The Board of Commissioners wishes to commend and congratulate Rick Richardson for 21 years of dedicated service to the residents of Lenawee County as an employee of the Lenawee County Equalization Department. Mr. Richardson started with Lenawee County in 1995. Throughout his career as an appraiser in the Equalization Department, Rick has worked closely with township boards and their boards of review. As a Clerk in his own township, Rick understands the important role that effective local government plays in the lives of Lenawee County citizens.
THEREFORE, Rick Richardson is hereby commended for his dedication and service to Lenawee County in preparation of studies and assessment rolls to ensure an equitable and stable tax base which makes possible all of the services and programs that County residents enjoy.

APPROVAL OF COMMITTEE ACTIONS

Rules & Appointments (03/08/16)

Region 2 Area Agency on Aging: Appoint Bob Gilmore and Bob Knoblauch to the Region 2 Area Agency on Aging, with terms to expire in April, 2018.

Veteran's Affairs Board: Appoint Michael Shadbolt to the Veteran's Affairs Board [term expiration December, 2018].

Personnel/Ways & Means (03/08/16)

GELC Contract (District Court): Open the 2016 GELC District Court labor agreement and approve these amendments.

- a) Modify two (2) position titles:
 - P#31070-01 from Deputy Court Clerk II / Magistrate to Deputy Court Clerk II/Financial Clerk. Pay grade GELC75CT05. No change in pay.
 - P# 31080-01 Deputy Court Clerk III / Magistrate to Deputy Court Clerk III. Pay grade GELC75CT06. No change in pay.
- b) Change one (1) position:
 - P#31060-01 Deputy Court Clerk III. Grade GELC75CT05/8Yr step to P#31080-02 Deputy Court Clerk III. Grade GELC75CT06/8Yr step (retro-active to 01/01/2016)

Budget Adjustment: Approve the budget adjustment as presented.

Budget Calendar: Approve of the 2016/2017 budget calendar as presented.

Quarterly Allotment of Appropriations (RES#2016-008): Approve the 2016 Second Quarterly Allotment.

Adult Drug Court Discretionary Grant: Approve submission of the Adult Drug Court Discretionary Grant in the amount of \$350,000 and authorize Administrator Martin Marshall as the designated signatory.

Tuition Reimbursement Policy: Approve the amendments to the Tuition Reimbursement Policy.

- a) The course has been approved by their Department Head **and the County Board of Commissioners.**
- b) Employees may be reimbursed up to 50% for the cost of tuition **and books** upon successful completion of an approved course.
- c) Remove items 2 and 3 under the reimbursement provisions relating to the County Library.
- d) Add the following verbiage to 2b of the Tuition Reimbursement Requirement: ***Outstanding amounts in excess of the employee's final paycheck are due within 30 days of termination.***

CMH Lease Renewal: Approve the lease agreement between Lenawee County and Lenawee Community Mental Health Authority for the period March 1, 2016 – February 28, 2021 and designated the Board Chairman and County Clerk as signatories. Motion carried.

Comm. Wittenbach reported from the Information Technology/Equalization Committee.

Comm. Driskill reported from the Human Services Committee. Commissioners Wittenbach and Bolton will be conducting the 2016 Scholarship application evaluations.

Comm. Bolton reported from the Rules and Appointments Committee.

Comm. Collins reported from Criminal Justice Committee.

Comm. Tillotson reported from the Physical Resources Committee.

Comm. Tillotson reported from the Personnel/Ways & Means Committee.

Comm. Tillotson reported from the Accounts Payable Committee.

February 18, 2016 - Comm. Tillotson moved to approve total vouchers for payment in the amount \$1,279,120.79 with the general fund's portion being \$151,702.03, Comm. Wittenbach seconded, Motion CARRIED.

March 3, 2016 - Comm. Tillotson moved to approve total vouchers for payment in the amount \$1,247,939.78 with the general fund's portion being \$90,573.73, Comm. Knoblauch seconded, Motion CARRIED.

Comm. Wittenbach reported from Parks & Recreation Committee.

Comm. Driskill reported from the Road Commission.

Comm. Wittenbach reported from the Department of Human Services.

Comm. Lapham reported from the Department on Aging.

Comm. Knoblauch reported from the Solid Waste Committee.

Comm. Driskill reported from the Airport Commission.

Comm. Bolton reported from Michigan Works.

Comm. Driskill reported from MTA.

Comm. Knoblauch reported from the Veterans Affairs Committee.

Comm. Collins reported from the 9-1-1 District Board.

Comm. Wittenbach reported from the Health Board.

Comm. Wittenbach reported from MAC-Economic Development.

Commissioners recently attend the Michigan Association of Counties annual conference.

Comm. Driskill moved to go into closed session at 2:18 p.m. for the purpose of real estate acquisition, seconded by Wittenbach. MOTION CARRIED by the following Roll Call Vote; YEAS (8) Bolton, Wittenbach, Tillotson, Knoblauch, Bales, Driskill, and Lapham. ABSENT (1) Comm. Tillotson

All nine commissioners, Corporate Counsel Burke Castleberry, Attorney Boris Yakima, County Administrator Martin Marshall, Deputy Administrator Kim Murphy, and Airport Manager Joe Malak were excused into closed session.

Regular session reconvened at 2:39 p.m.

Comm. Collins moved to go into closed session at 2:40 p.m. to consider material exempt from discussion or disclosure by state or federal statute under section 8(h) of the OMA and the statutory basis such as section 12(1)(g) of the Freedom of Information Act, seconded by Wittenbach . MOTION CARRIED by a Unanimous Roll Call Vote.

All nine commissioners, Corporate Counsel Burke Castleberry, Attorney John McGlinchey, County Administrator Martin Marshall, and Deputy Administrator Kim Murphy were excused into closed session.

Regular session reconvened at 3:52 p.m.

Comm. Wittenbach, moved in the matter of the purchase of real estate, to authorize legal counsel to negotiate a final settlement on the property discussed in closed session, seconded by Comm. Knoblauch. MOTION CARRIED by the following Roll Call Vote: YEAS (8) Bolton, Bales, Driskill, Wittenbach, Knoblauch, Collins, Stimpson, and Lapham. NAYS (1) Tillotson.

Diana Schroeder clarified that the revenue stream of the Solid Waste Department is to be determined by the Board of Commissioners; the Solid Waste Planning Committee has established proposed methods in the Plan, but the Board of Commissioners will need to approve revenue source(s) to implement. The Solid Waste Planning Committee has set a public hearing for June 15th at 5:00 P.M.

Burke Castleberry announced that on March 17th AMVET will be hosting a jigs dinner at noon, the cost is \$10.

Commissioner Bolton announced that the Onsted senior center will be having St. Patrick's Day celebrations beginning at 10:00 a.m.

Comm. Tillotson moved to adjourn at 3:57 P.M., Comm. Wittenbach seconded, Motion CARRIED.

Rebecca Borton, Deputy Clerk

David Stimpson, Chair

WEDNESDAY, April 13, 2016

PRESENT: Comm. Stimpson, Bolton, Collins, Driskill, Knoblauch, Lapham, Tillotson, Wittenbach, and Bales.

ABSENT: None

Also Present: Kim Murphy, Dennis Pelham (The Telegram), Burke Castleberry, Carolyn Bater, Marilyn Woods, Martin Marshall, Charlotte Johnson, Virginia Johnson, Robert D. Johnson, Jenny Escott, Mary Ellen Loar, Jenna Gonzales (WLEN), Candy Taulton, Jessica Pupos, and Roxann Holloway.

The meeting was opened with an invocation and the Pledge of Allegiance.

Comm. Bolton moved to approve the minutes from the March 9, 2016, Comm. Wittenbach seconded. Motion CARRIED.

Comm. Tillotson moved to approve the agenda, Comm. Knoblauch seconded, Motion CARRIED.

Communications were read.

Admn. Marshall shared a letter he received from a citizen, along with an old circa 1925 picture card of the old courthouse. He found it in an antique store located in Stockton, California.

Martin Marshall, Equalization Director, presented the 2016 Annual Equalization Report.

Comm. Bolton moved to accept the report as presented (report on file), Comm. Wittenbach seconded, discussion filed, Motion CARRIED by a Unanimous Roll Call Vote.

Admn. Marshall announced that due to recent retirements within the Equalization Office, the office will be undergoing reorganization. He also recognized one of the retirees, Mary Ellen Loar, and thanked her for 41 years of service to the county.

Comm. Bolton moved to approve the following Consent Agenda, Comm. Collins seconded, Motion CARRIED by a Unanimous Roll Call.

Consent Agenda:

RESOLUTIONS

1) **DELINQUENT TAX REVOLVING FUND LOAN**

RES#2016-010

WHEREAS, Lenawee County maintains a Delinquent Tax Revolving Fund that enables the County to obtain sufficient funds to pay local units of government the amount of delinquent property taxes returned to the County.

THEREFORE BE IT RESOLVED that an advance from the Lenawee County General Fund via a transfer to the Delinquent Tax Revolving Fund be authorized in an amount not to exceed \$500,000.00 as of June 2, 2016, and

BE IT FURTHER RESOLVED that pursuant to Act 206, upon continuation of the fund, the County Treasurer is to act as agent for the County to administer the fund for 2016, and in this capacity receive administrative expenses in connection with the Fund, such sums as are provided by law subject to the following conditions: (a) interest at the rate of 2% payable to the general fund from June 2, 2016 through date of pay-off, and (b) payments back to the general fund beginning July 1, 2016, until the advance is fully paid which is anticipated to be paid off on or before August 28, 2016.

APPROVAL OF COMMITTEE ACTIONS

Rules & Appointments (04/12/16)

DHHS Board: Accept the resignation of Deon Taylor from the DHHS Board. Motion carried.

Approve the appointment of Korinne Marti to the Department of Health and Human Services Board (concurrent appointment to the Medical Care Facility Board), with term to expire in October, 2016. Motion carried.

Lenawee Emergency Planning Commission: Accept the resignation of Jake Simon from the HS/LEPC. Motion carried.

Personnel/Ways & Means (04/12/16)

Finance Reports: Approve the budget adjustment as presented. Motion carried.

BRLF Sub-recipient Agreement: Designate David Stimpson, Chairman of the Board of Commissioners as the signatory on the First Amendment to Sub-recipient Agreement between Cinnaire Lending and Lenawee County for the Michigan Community Development Block Grant Program. Motion carried.

Delinquent Tax Revolving Loan Fund RES#2016-010: Approve the Delinquent Tax Revolving Fund RES#2016-010. Motion carried.

County Planning Commission Annual Dinner: Approve the County Planning Commission annual dinner payment of \$30 for attending commissioners. Motion carried.

Comm. Knoblauch moved to approve the following recognition, Comm. Tillotson seconded,

The Board of Commissioners wishes to recognize and congratulate Charlotte Johnson for nearly 31 years of committed service to the Department of Health and Humans Services.

Ms. Johnson has an exceptional record of service. She began her service as a children's protective services worker; where she served for over 10 years. In 1995 Charlotte transitioned into adult services where she has proven to be a great resource. Charlotte has truly been committed to assisting our adult population; she is on the Advisory Board for the Adrian Senior Center, she has completed numerous presentations in the community about the services that DHHS has to offer, she has mentored numerous college students that wish to serve the aging population, and is quick to assist when anyone is looking for service options for the adult population. Charlotte is known to go above and beyond the call of duty when one of her customers is in need of assistance. Ms. Johnson will be missed by community agency staff, the DHHS staff, and the customers that she worked with.

Therefore, Ms. Johnson is hereby commended for her dedication to the enhancement and protection of health and well-being for all Lenawee County residents through the effective health and human services and fostering advances in medicine, public health, and social services provided by the Department of Health and Human Services. Motion CARRIED.

Comm. Bolton moved to approve the following proclamation, Comm. Collins seconded,

NATIONAL SEXUAL ASSAULT AWARENESS MONTH

PRO#2016-002

WHEREAS, every day, women, men, and children across America suffer the pain and trauma of sexual assault. From verbal harassment and intimidation to molestation and rape, this crime occurs far too frequently, goes unreported far too often, and leaves long-lasting physical and emotional scars. During National Sexual Assault Awareness Month, we recommit ourselves not only to lifting the veil of secrecy and shame surrounding sexual violence, but also to raising awareness, expanding support for victims, and strengthening our response.

As a Nation, we share the responsibility for protecting each other from sexual assault, supporting victims when it does occur, and bringing perpetrators to justice; and we can lead this charge by confronting and changing insensitive attitudes wherever they persist. Survivors too often suffer in silence because they fear further injury, are unwilling to experience further humiliation, or lack faith in the criminal justice system. This feeling of isolation, often compounded with suicidal feelings, depression, and post-traumatic stress disorder, only exacerbate victims' sense of hopelessness. No one should face this trauma alone, and as families, friends, and mentors, we can empower victims to seek the assistance they need.

At the federal, state, and local level, we must work to provide necessary resources to victims of every circumstance, including medical attention, mental health services, relocation and housing assistance, and advocacy during legal proceedings.

THEREFORE BE IT RESOLVED that the Lenawee County Board of Commissioners recognizes April, 2016, as *National Sexual Assault Awareness Month*; and urge others to reach out to victims, learn more about this crime, and speak out against it. Motion CARRIED.

Comm. Collins moved to approve the following resolution, Comm. Bolton seconded,

Resolution Adopting the 2016 Report of County Equalization

RES#2016-011

WHEREAS, It is the responsibility of the Lenawee County Board of Commissioners, under MCL 211.34, to equalize the value of Lenawee County each year, and

WHEREAS, In fulfillment of that responsibility the Lenawee County Board of Commissioners maintains the Lenawee County Equalization Department to advise and assist the board in equalization matters as provided in MCL 211.34(3), and

WHEREAS, The Lenawee County Equalization Department has reviewed the assessment rolls of the 26 assessment jurisdiction in Lenawee County and has recommended equalized values for each real property class and the personal property class as a whole as detailed in the attached 2016 Report of County Equalization.

NOW THEREFORE, BE IT RESOLVED that the Lenawee County Board of Commissioners adopts the equalized values as recommended by the equalization department in the attached 2016 Report of County Equalization, and

BE IT FURTHER RESOLVED that the Lenawee County Board of Commissioners appoint the Lenawee County Equalization Director, Martin D. Marshall, to represent the County of Lenawee in equalization matters before the Michigan State Tax Commission.

Motion CARRIED by a Unanimous Roll Call.

Comm. Wittenbach reported from the Information Technology/Equalization Committee.

Comm. Bolton reported from the Rules and Appointments Committee.

Comm. Collins reported from Criminal Justice Committee.

Comm. Tillotson reported from the Physical Resources Committee.

Comm. Tillotson reported from the Personnel/Ways & Means Committee.

Comm. Tillotson reported from the Accounts Payable Committee.

March 17, 2016 - Comm. Tillotson moved to approve total vouchers for payment in the amount \$1,360,245.83 with the general fund's portion being \$128,179.47, Comm. Wittenbach seconded, Motion CARRIED.

March 31, 2016 - Comm. Tillotson moved to approve total vouchers for payment in the amount \$1,238,783.99 with the general fund's portion being \$189,802.54, Comm. Wittenbach seconded, Motion CARRIED.

Comm. Wittenbach reported from Parks & Recreation Committee.

Comm. Driskill reported from the Road Commission.

Comm. Wittenbach reported from the Department of Human Services.

Comm. Lapham reported from the Department on Aging.

Comm. Driskill reported from the Airport Commission.

Comm. Bolton reported from Michigan Works.

Comm. Driskill reported from MTA.

Comm. Knoblauch reported from the Veterans Affairs Committee.

Comm. Collins reported from the 9-1-1 District Board.

Comm. Wittenbach reported from the Health Board.

Comm. Wittenbach reported from MAC-Economic Development.

Comm. Driskill left the meeting at 2:15 PM.

Comm. Bolton moved to adopt the following proclamation, Comm. Collins seconded,
NATIONAL CRIME VICTIMS' RIGHTS WEEK **PRO#2016-002**

WHEREAS, Americans are the victims of more than 20 million crimes each year,* and crime can touch the lives of anyone regardless of age, national origin, race, creed, religion, gender, sexual orientation, immigration, or economic status;

WHEREAS, Many victims face challenges in finding appropriate services, including victims with disabilities, young victims of color, Deaf and hard of hearing victims, LGBTQ victims, tribal victims, elder victims, victims with mental illness, immigrant victims, teen victims, victims with limited English proficiency, and others;

WHEREAS, Too many communities feel disconnected from the justice and social response systems, and have lost trust in the ability of those systems to recognize them and respond to their needs;

WHEREAS, Victims of repeat victimization who fail to receive supportive services are at greater risk for long-term consequences of crime;

WHEREAS, The victim services community has worked for decades to create an environment for victims that is safe, supportive, and effective;

WHEREAS, Intervening early with services that support and empower victims provides a pathway to recovery from crime and abuse;

WHEREAS, Honoring the rights of victims, including the right to be heard and to be treated with fairness, dignity, and respect, and working to meet their needs rebuilds their trust in the criminal justice and social service systems;

WHEREAS, Serving victims and rebuilding their trust restores hope to victims and survivors, as well as their communities;

WHEREAS, National Crime Victims' Rights Week, April 10-16, 2016, is an opportune time to commit to ensuring that all victims of crime—even those who are challenging to reach or serve—are offered culturally and linguistically accessible and appropriate services in the aftermath of crime; and

NOW, THEREFORE, the Lenawee County Board of Commissioners do hereby proclaim the week of April 10-16, 2016, as **Crime Victims' Rights Week** And reaffirm this County's commitment to creating a victim service and criminal justice response that assists all victims of crime during Crime Victims' Rights Week and throughout the year; and to Express our sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to improving our response to all victims of crime so that they may find relevant assistance, support, justice, and peace.

Motion CARRIED by a unanimous Roll Call Vote.

Comm. Knoblauch shared a copy of an explanation of the River Raisin Loading Data regarding the reduction phosphorus load.

Admn. Marshall shared a copy of the informational postcard that will be mailed out to voters regarding the upcoming 9-1-1 Surcharge Proposal.

The commissioners took up a collection to reimburse the citizen that sent the old postcard of the old courthouse he found in an antique shop.

Comm. Tillotson moved to adjourn at 2:28 P.M., Comm. Wittenbach seconded, Motion CARRIED.

Roxann Holloway, County Clerk

David Stimpson, Chair

WEDNESDAY, May 11, 2016

PRESENT: Comm. Stimpson, Bolton, Collins, Driskill, Knoblauch, Lapham, Tillotson, Wittenbach, and Bales.

ABSENT: None

Also Present: Scott Merillat, Beth Hunt, Jenny Escott, Dennis Pelham (The Telegram), Marilyn Woods, Stan Wilson, Burke Castleberry, Kim Murphy, Martin Marshall, Carolyn Bater, Dave Aungst, Jason Schnaidt, Jenna Gonzales (WLEN), Dan Swallow, and Roxann Holloway.

The meeting was opened with an invocation and the Pledge of Allegiance.

Comm. Bolton moved to approve the minutes from the April 13, 2016, meeting, Comm. Knoblauch seconded. Motion CARRIED.

Communications were read.

Copi Valdiviez, from United Way, could not attend today's meeting. He did provide information on United Way tour of success and an invitation to the Annual Meeting on Tuesday, June 21st.

Scott Merillat, Lenawee County Road Commissioner, presented the 2015 Road Commission Annual Report.

Comm. Bolton moved to accept the report as presented (report on file), Comm. Wittenbach seconded. Motion CARRIED.

Comm. Tillotson moved to approve the agenda, with the addition of the Airport Resolution that was removed from the Consent Agenda, Comm. Knoblauch seconded. Motion CARRIED.

Comm. Driskill moved to approve the following Consent Agenda, Comm. Wittenbach seconded. Motion CARRIED by a Unanimous Roll Call.

Consent Agenda:

RESOLUTIONS

2) HOUSE BILL 5578 TRIBUNAL REQUIREMENTS

RES#2016-013

RESOLUTION IN SUPPORT OF

WHEREAS, property tax is the primary source of revenue for local municipalities, counties, and schools in the State of Michigan and it is vital that property tax be fair and as uniformly applied as permitted under the Constitution; and

WHEREAS, the General Property Tax Act defines true cash value as the usual selling price, the price that a typical buyer would pay for property given its location and condition; and

Whereas, certain "Big Box" retailers have utilized a valuation approach in their appeals that incorporates deed restricted and vacant or "Dark" store buildings that result in much lower

values than for similar properties in surrounding states and effectively distorts Michigan's property tax system, and

WHEREAS, House Bill 5578 sponsored by the Rep. David Maturen and co-sponsored by a bipartisan group of 27 other House members is designed to close the "Dark Store" loophole that has cost local governments more than \$100 million since 2013; and

- HB 5578 sets up a fair and equitable system of property review by requiring the Tax Tribunal to consider all methods of assessing property; and
- HB 5578 enforces current law by clarifying that Tax Tribunal members must independently evaluate the parties' stipulation as to any valuation method or issue; and
- HB 5578 limits the use of deed restrictions to prevent the Dark Store technique of using vacant, restricted properties, for the purpose of artificially lowering value; and
- HB 5578 details in law the four-part tests that appraisers use to determine the highest and best use of property; and
- HB 5578 is consistent with state law defining a property's "true cash value; and
- HB 5578 bill does not impose any new requirements on assessors or appraisers.

THEREFORE, BE IT RESOLVED in order to ensure public confidence where the assessment system and appraisal practice come together in the Tax Tribunal, the Lenawee County Board of Commissioners fully support House Bill 5578; and

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to Governor Snyder, Representatives Jenkins and Roberts, Senator Zorn, and the other 82 county governments.

3) 9-1-1 SURCHARGE

RES#2016-014

WHEREAS, under MCL 484.1714 (1)(g) the State 9-1-1 Committee is required to provide notice to communication providers of the 9-1-1 surcharges in Michigan; and

WHEREAS, this includes the counties' 9-1-1 operational surcharge, the state 9-1-1 surcharge, and the monthly prepaid surcharge; and

WHEREAS, surcharge guidelines set by the State of Michigan are:

- Counties may raise or lower their surcharge collection amount once annually.
- Modifications to the surcharge collection amounts go into effect on July 1, of each year.
- Counties requesting to raise their current surcharge, not to exceed voter approved cap, must do so by commissioner resolution.
- Resolutions must be to the State by May 15th.
- The service supplier may retain 2% of the approved county 9-1-1 surcharge to cover the supplier's costs for billings and collections.
- Lenawee County's surcharge is currently set at \$1.18.
- Lenawee County's surcharge cap was set by voter approval on May 3, 2016 at \$3.00 to assess a monthly surcharge of up to 16%, (with all operational surcharges not to exceed \$3.00 per month) of the lesser of \$20.00 or the highest monthly flat rate for basic single-party telephone service within the geographic boundaries of Lenawee County, beginning July 1, 2016 and continuing through June 30, 2021.
- The revenue thus generated is to be distributed exclusively for the financing of equipment, facilities and all other operational costs of the Lenawee County 911 Emergency Telephone Answering and Dispatch System.

THEREFORE BE IT RESOLVED that the Lenawee County Board of Commissioners hereby determines the Lenawee County 9-1-1 Surcharge shall be adjusted to \$3.00 from July 1, 2016 through June 30, 2021; and

BE IT RESOLVED that the appropriate Lenawee County Officials are hereby authorized to sign the necessary documents on behalf of the county and make the necessary budget adjustments to complete this action.

4) LENAWEЕ TRANSPORTATION CORP REVISED AGREEMENT NO 2012-0116 RES#2016-015
AUTHORIZATION NO P19/R1 -FY 2016 SECTION 5311 OPERATING ASSISTANCE

WHEREAS, the Lenawee County Board of Commissioners has made known its intent to provide public transportation service; and

WHEREAS, the Lenawee County Board of Commissioners has contracted with the Lenawee Transportation Corporation to provide that transportation service; and

WHEREAS, a Project Authorization had been proposed which provided FY 2016 Section 5311 Operating Assistance for such service, effective October 1, 2015 and expiring September 30, 2016, based on 18.5% of the estimated eligible costs; and

WHEREAS, this project authorization included partial funding for the year, approximately 46% of the 18.5% of the estimated eligible costs which is \$35,910, and had been approved; and

WHEREAS, the maximum amount to be paid will not exceed 18.5% of the audited costs and if funds are insufficient to reimburse at 18.5% of the audited costs, a new reimbursement percentage will be calculated for all agencies; and

WHEREAS, a Revised Project Authorization has been proposed to increase the operating assistance funds by \$55,232; and

NOW THEREFORE, BE IT RESOLVED that the Lenawee County Board of Commissioners does hereby approve the Revised Agreement No 2012-0116, Authorization No P19/R1 for FY 2016 Section 5311 Operating Assistance.

BE IT RESOLVED that the monies from the grant be given to Lenawee Transportation in accordance with the terms of the Authorization No P19/R1; and

BE IT FURTHER RESOLVED that the Lenawee County Board of Commissioners authorizes the Chairman, David Stimpson and County Clerk, Roxann Holloway to execute Authorization No P19/R1 for and on behalf of Lenawee County.

4) LENAWEЕ TRANSPORTATION CORPORATION RES#2016-015
APPROVAL / ACKNOWLEDGEMENT RESOLUTION AMERICAN DISABILITY ACT COMPLAINT POLICY

WHEREAS, the Lenawee County Board of Commissioners has made known its intent to provide public transportation service; and

WHEREAS, the Lenawee County Board of Commissioners has contracted with the Lenawee Transportation Corporation to provide that transportation service; and

WHEREAS, An American Disability Act complaint policy has been developed for Lenawee Transportation in its administration and management of the transit system; and

WHEREAS, the Michigan Department of Transportation has received and reviewed our policy; and

NOW THEREFORE, BE IT RESOLVED that the Lenawee County Board of Commissioners approves the American Disability Act (ADA) complaint policy.

FURTHER BE IT RESOLVED that the Lenawee County Board of Commissioners authorizes the Chairman of the Board to sign the Acknowledgement of the aforementioned policy.

APPROVAL OF COMMITTEE ACTIONS

Rules & Appointments (05/10/16)

Lenawee District Library Board: Appoint Judy Bays to the Lenawee District Library Board, with term to expire in December, 2016.

Tuition Reimbursement Policy: Approve the Tuition Reimbursement Policy:

Date of Adoption: September 12, 2007

Date of Amendments: March, 2016; May, 2016

Introduction and Purpose

The Lenawee County Tuition Reimbursement Program is designed to encourage and assist employees in furthering their educational qualifications and professional development in subjects and fields which are directly related to the County's operations, activities and objectives, and which will improve their job performance by providing reimbursement for a portion of their educational expense.

Administration

The Tuition Reimbursement Program is administered by the Lenawee County Administrator in accordance with the parameters described herein. The Administrator shall establish guidelines and directives supplemental to this policy as may be necessary to ensure fair and equitable distribution of tuition reimbursements, to provide sufficient reserves to meet reimbursement commitments and to maintain the overall integrity of the Tuition Reimbursement Program.

Eligibility Requirements

Any employee who is eligible for benefits with the County may apply for tuition reimbursement. In order to be eligible, courses and/or degree programs must be related to an employee's current or probable future position with Lenawee County. In addition, courses must be taken at accredited educational institutions before or after work hours. In order to receive reimbursement, applicants must be employed both when the tuition reimbursement application is filed and when reimbursement is issued. Employees on leave of absence without pay and part-time non-eligible employees, for example, are not eligible for this benefit. Reimbursements cannot be paid to individuals after the date of separation from the County.

Employees shall not be reimbursed for course work fully reimbursed or paid by tuition payment support from other sources, such as, but not limited to, scholarships, fellowships, veteran's educational benefits, Federal, State, Local educational grants or any other form of tuition support.

Eligible applicants receiving a portion of the tuition costs requested from other sources, but less than the maximum amount of reimbursement allowable under this policy, are eligible for County reimbursement of the difference between the other sources' payment and the maximum reimbursement allowable under this policy, up to but not exceeding the total cost of tuition.

Caution: Application for and/or acceptance of Lenawee County Tuition Reimbursement by an employee not eligible for employee benefits or reimbursed or paid by other sources may be considered a misappropriation of County funds and cause for disciplinary action up to and including dismissal from County employment.

Course work Eligibility

Course work shall be limited to programs offered by universities, colleges, business schools, trade schools and school systems only approved by a State Board of Education and accredited by the primary, nationally recognized accrediting association for each type of institution. The

applicant shall provide documented evidence that his or her school meets this requirement on request of the Lenawee County Administrator. Course work in non-degree programs that leads to licensure or certification for use in employment with the County will also be accepted.

No reimbursement will be allowed for course work taken on work time for which the employee is being compensated by the County. Course work taken while the employee is on annual leave (vacation) may be reimbursable if in accord with other provisions of this policy.

Work Relatedness: Course work should be directly related to the applicant's present job, approved by their respective standing committee and department head, and directed towards improving the applicant's knowledge and performance on the job, or related to probable future County employment. Probable future County employment shall be defined as a position or positions the employee is likely to be transferred to or promoted to, based on reasonable evidence in the applicant's employment history and/or County experience with employees. The applicant must identify the job he/she chooses to work toward and one likely to be achieved on the Tuition Reimbursement Application.

Course work not directly related to the employee's present or probable future County employment, but required for a degree which is related to present or probable future County employment shall qualify for reimbursement within the intent of this policy. The applicant may be required to provide reasonable evidence that the non-related coursework cannot be substituted by related coursework to achieve the same degree.

Reimbursement Procedure

Completion of the application form and meeting the application filing requirements, as well as receipt and grades filing deadlines, is the sole responsibility of the applicant. Applications requesting tuition reimbursement should be filed prior to the starting date of class to confirm reimbursement. Applications will be accepted up to thirty (30) days beyond the starting date of class but under such circumstances reimbursement cannot be guaranteed. All applications submitted will be approved on a first come, first serve basis to the extent funding is available. *The employee is urged to protect their investment by confirming reimbursement before the class starts and before they have committed their own funds.*

Grades and tuition receipts must be submitted to the Lenawee County Administrator no later than sixty (60) days after the last meeting of the class as noted on the application for reimbursement, except a grade of "I" or incomplete will not be considered for any reimbursement until after successful completion. It is still necessary, however, to submit the incomplete grade within the sixty (60) day period to keep your application active. Also, if for any reason you cannot submit your grades within the filing time frame, e.g., computer error, notify the Lenawee County Administrator in writing as soon as possible, stating the reason for the delay. Failure to meet this filing deadline may result in disqualification for reimbursement.

Applicants may be required to submit with each application a full description of the course(s) for which reimbursement is requested. The published catalogue description or other official description provided by the educational institution are required for this purpose.

Each application for tuition reimbursement must be approved by the employee's department head and respective standing committee as being relevant to the applicant's present or probable future County employment or as otherwise provided above. Applications not approved shall be returned to the employee by the department head prior to the starting date of the course or no

later than five (5) working days after receipt of the application with a written explanation of why approval was not granted.

Applications for reimbursement must be approved by the Lenawee County Administrator to assure that the application is complete and in accord with the provisions of this policy that an adequate course description has been provided and that sufficient funding is available to meet the reimbursement request. Applications approved by the Lenawee County Administrator will be acknowledged by forwarding to the employee a copy of the "Reimbursement Payment Authorization Form". Applications not approved shall be returned to the employee within ten (10) working days following the respective standing committee meeting date, with a written explanation of why the coursework was not approved.

Applicants changing classes after original approval must notify the Lenawee County Administrator in writing stating the reason for change and submitting a description of the course for which reimbursement is requested. Changes from coursework already approved may invalidate reimbursement approval if the substitute coursework cannot be related to the employee's present or probable future County employment or as otherwise provided in this policy.

Course Work Documentation

Only original reimbursement documents can be accepted by the County Administrator. Original applications, tuition payment receipts and grades or other original proof of successful class completion must be submitted to the Administrator's office to complete a tuition reimbursement transaction. Employees who wish original documents returned should forward the original documents along with a duplicate copy. Original documents will be returned only if they are accompanied by a legible duplicate copy. Coursework documentation shall be maintained with the employee's reimbursement records.

Applicants will be reimbursed for the tuition, books, and fees up to 50% of the cost of the class. Applicants are required to submit proof of tuition payment. Institutional tuition payment receipts serve this purpose best, although cancelled tuition payment checks are an acceptable substitute.

Applicants are required to submit proof of successful completion of coursework before reimbursement payment can be authorized. Successful completion is defined as attaining a minimum grade of C (equivalent to 2.00 grade on a scale of 4.00). Course withdrawals or failures are not reimbursable. Institutional grade reports serve this purpose best. A letter from the applicant's course teacher or instructor, on institutional letterhead, verifying successful completion, is an acceptable substitute.

Reimbursement Limitations

Reimbursement request approvals are contingent upon the availability of funds. Should funding become insufficient to meet reimbursement requests due to increased demand, budget cutbacks or for any other reason, reimbursements will be processed on a first come first served basis. Public Act 621 of 1978, the Uniform Budgeting Act, prohibits spending in excess of budgeted amounts.

Tuition will be reimbursed for no more than two (2) courses each session, nor four (4) courses annually. Employees who apply for and who receive tuition reimbursement shall receive same in the form of a loan to be excused by the County as follows:

1. The obligation to repay the loan shall be excused at the rate of twenty (20%) percent per year for each year of employment with the County by the employee following the date of reimbursement by the County.

2. If the employee terminates employment with the County before working five (5) years from the date of the loan, the amount outstanding will become immediately due and payable. Such amount outstanding will be deducted from the employee's final paycheck. Outstanding amounts in excess of the employee's final paycheck are due within 30 days of termination.

Reimbursement rates shall be determined by the County Board of Commissioners in conjunction with the annual budget process as authorized in the adopted General Appropriations Act.

Reimbursement Not Allowed

There shall be no tuition reimbursement for seminars, conferences or other programs normally covered by a department's budget provision for travel and conference. There shall be no tuition reimbursement for any coursework, seminars, conferences or other educational programs from the Tuition Reimbursement Account for employees pursuing course work toward a Master's Degree, PhD, or equivalent advanced degree.

Only costs directly related to the course taken are eligible for reimbursement. Costs may include books, lab fees, and other fees directly related to, and required of, the course taken.

The cost of such items included under tuition payment shall be deducted from tuition reimbursement, if not already excluded by the applicant in their reimbursement request.

For further information, contact the Lenawee County Administrator.

Personnel/Ways & Means (05/10/16)

Printing & Purchasing Department request: Approve the reclassification of Printing Tech III (NU7516) to Shipping Receiving Clerk II (NU7519), Printing Tech II (NU7516) to Printing Tech III (NU7519), and title changes within Printing and Purchasing as presented.

District Court request: Approve the paygrade change of the District Court Judicial Secretary and the Certified Court Recorder as presented.

HB 5578 Tribunal Requirements: Approve resolution #2016-013.

County Financial Position: Create a three person workgroup/subcommittee to be appointed by the chair, for the purpose of reviewing and preparing a financial plan; potentially working with a ballot consultant.

9-1-1 Surcharge: Approve resolution #2016-014.

Comm. Collins moved to adopt the following proclamation, Comm. Bolton seconded,

"NATIONAL POLICE OFFICERS WEEK"

PRO#2016-004

WHEREAS, In 1962 President Kennedy proclaimed May 15th of each year to be “National Peace Officers Memorial Day” and has designated week this date falls within as “National Police Week”, and,

AND WHEREAS, On May 16th, 2016 a Memorial Ceremony will be at 11:00 am, held at Oakwood Cemetery where the citizens of Lenawee County will remember and honor the ultimate sacrifice that the following 8 Lenawee County Officers have made:

Adrian City Police Officers Dennis Lyons and Bobby Williams,
Clayton Village Constable Richard Teske,
Lenawee County Sheriff Deputy Stanley Hoisington,

MI State Troopers Calvin Jones, Dugald Pellot, Rodger Adams, and Byron Erickson
In addition, we honor all the 20,790 Officers who gave the ultimate sacrifice during the discharge of their duty from our community and nationwide, with 560 from the State of Michigan since 1791.

AND WHEREAS, We also pray for the safety and protection of all 900,000 plus sworn Law Enforcement Officers being vigilant throughout our County and great nation despite over 1.16 million violent crimes committed each year.

AND WHEREAS, The citizens of Lenawee County desire to honor the valor, service and dedication of its own Law Enforcement Officers who are our guardians of life and property, defenders of the individual rights to be free people, warriors in the war against crime, and dedicated to the preservation of life, liberty and the pursuit of happiness.

AND WHEREAS, On May 16th we humbly request that flags throughout the County be flown at half-staff to commemorate “Law Enforcement Officer Memorial Day” and to honor those who are serving our County.

NOW, THEREFORE BE IT RESOLVED that the Lenawee County Board of Commissioners, does hereby proclaim the week of May 15th through May 21st, 2016, as “**LENAWEE COUNTY POLICE OFFICER WEEK**” and calls upon the citizens in the community to especially honor those and their families who have given the ultimate sacrifice and show our sincere appreciation and support for the police officers of Lenawee County by deed, remark, and attitude. We call upon all our citizens to make every effort to express their thanks to our men and women who make it possible for us to leave our homes and families in safety each day and to return to our homes knowing they are protected by men and women willing to sacrifice their lives, to guard our loved ones, property, and government against all those who violate the law, and,

IN MEMORY OF MANY, IN HONOR OF ALL.

May we never take for granted the footprints they gave us to live and learn by.

Rest easy on heavens streets. You’ve done your time in hell.

Motion CARRIED by a Unanimous Roll Call Vote.

Comm. Driskill reported from the Human Services Committee.

Comm. Collins reported from Criminal Justice Committee.

Comm. Tillotson reported from the Physical Resources Committee.

Comm. Tillotson reported from the Personnel/Ways & Means Committee.

Comm. Tillotson moved to adopt the following resolution, Comm. Bolton seconded,

1) **AIRPORT / MDOT CONTRACT NO. 2016-0301**

RES#2016-012

AUTHORIZATION RESOLUTION

WHEREAS, the process of developing and upkeep of the Lenawee County Airport with federal and state financial assistance requires the execution of sponsor contracts for approved projects between the Lenawee County Board of Commissioners, Adrian, Michigan and the Michigan Department of Transportation, Lansing, Michigan, and

WHEREAS, the Lenawee County Board of Commissioners shall enter into sponsor contracts (full text on file) for specific development/upkeep projects at the Lenawee County Airport for the purposes of obtaining aid.

THEREFORE, BE IT RESOLVED that the Chairperson of the Lenawee County Board of Commissioners, David Stimpson is hereby authorized and directed to execute said sponsor contracts on behalf of the County of Lenawee, Michigan, and the County Clerk is hereby authorized to impress the official seal to attest said execution.

MDOT CONTRACT NO. 2016-0301 referred to herein shall be attached

PROJECT DESCRIPTION: Land Acquisition costs for Parcels 68 (Roth), 71 (Goldsen), and 72 (Schalter) – Land.

Federal Share \$1,300,000.00

Maximum DEPARTMENT Share \$72,222.00

SPONSOR Share, \$72,223.00

Estimated PROJECT COST, \$1,444,445.00

Motion CARRIED by the following Roll Call Vote: YEAS (8) Comm. Bales, Bolton, Collins, Driskill, Knoblauch, Lapham, Stimpson, Wittenbach. NAYS (1) Comm. Tillotson.

Comm. Tillotson reported from the Accounts Payable Committee.

April 14, 2016 - Comm. Tillotson moved to approve total vouchers for payment in the amount \$1,632,238.70 with the general fund's portion being \$427,375.63, Comm. Wittenbach seconded, Motion CARRIED.

April 28, 2016 - Comm. Tillotson moved to approve total vouchers for payment in the amount \$3,909,425.38 with the general fund's portion being \$315,519.84, Comm. Knoblauch seconded, Motion CARRIED.

Comm. Wittenbach reported from Parks & Recreation Committee.

Comm. Driskill reported from the Road Commission.

Comm. Wittenbach reported from the Department of Human Services.

Comm. Lapham reported from the Department on Aging.

Comm. Knoblauch reported from the Solid Waste Committee.

Comm. Driskill reported from the Airport Commission.

Comm. Bolton reported from Michigan Works.

Comm. Driskill reported from MTA.

Comm. Knoblauch reported from the Veterans Affairs Committee.

Comm. Wittenbach reported from the Health Board.

Comm. Wittenbach reported from MAC-Economic Development.

Comm. Tillotson shared his concerns regarding the EPA and Army Corp. of Engineers' implementation of regulations for defined waters of the U.S. He requested that the Administrator's Office prepare a resolution for next month's meeting.

Dan Swallow, the new Tecumseh City Administrator, introduced himself to the commissioners and shared a few upcoming events in Tecumseh City.

Comm. Knoblauch shared an email he received that indicated that the Washtenaw County Commissioners passed a resolution opposing the Dover-Nexus Pipeline.

Comm. Tillotson moved to adjourn at 2:35 P.M., Comm. Driskill seconded, Motion CARRIED.

Roxann Holloway, County Clerk

David Stimpson, Chair