

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
SEPTEMBER 20, 2022

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe on Tuesday, September 20, 2022. Chairman Mark Brant called the meeting to order at 6:00 p.m.

II. ROLL CALL

Roll call by Deputy Clerk, Lisa Sanders, as follows:

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

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

III. PLEDGE OF ALLEGIANCE

Commissioner Richardville led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Lisa Sanders led the Opening Prayer.

V. APPROVAL OF AGENDA

Motion by Commissioner Hoffman, supported by Commissioner Asper to approve the September 20, 2022 Regular Meeting Agenda as presented.

Voice vote taken. Motion carried.

VI. APPROVAL OF MINUTES (09/06/2022 Regular Meeting)

Motion by Commissioner Moore, supported by Commissioner Swartout to approve the minutes as presented for the September 6, 2022 Regular Meeting and waive the reading thereof.

Voice vote taken. Motion carried.

VII. PUBLIC COMMENT—None

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION—None

IX. FINANCE MATTERS

1. Approval of the 09/21/2022 Accounts Payable Current Claims Report in the amount of \$691,867.34

Motion by Commissioner Hoffman, supported by Commissioner Jondro to accept the 09/21/2022 Accounts Payable Current Claims Report for \$691,867.34

Roll call by Clerk as follows:

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

Motion carried.

X. CONSENT AGENDA

1. Approval of Non-Claims
 - a. Check Register dated 09/09/2022 in the amount of \$706,844.10
 - b. Check Register dated 09/16/2022 in the amount of \$1,714,390.45

Chairman Brant read the dates and amounts into the record.

2. Report of Chairman, Operations Committee from the 09/08/2022 Meeting held at 3:00 p.m. Chairman Richardville gave a report of the following items from the Operations Committee Meeting and advised that the Committee unanimously approved them and it's the recommendation of the Operations Committee that the full Board approve them.
 - A. Letter dated August 30, 2022 from Mr. Andrew Clark, Monroe County Museum System Director, requesting approval to transition a part-time Registrar position to a full-time position in the Monroe County Museum System.
 - B. Letter dated August 10, 2022 from Mr. James Risinger, Monroe County Youth Center Director, requesting approval for the Youth Center Reorganization Plan.
 - C. Letter dated September 2, 2022 from Mr. Michael Bosanac, Administrator/Chief Financial Officer submitting the following new and updated policies for consideration and approval.
 - a. Policy #315 Capital Planning (New)
 - b. Policy #447 Educational Reimbursement (Updated)
 - c. Policy #307 Employee Expense Reimbursement (Updated)
 - d. Policy #431 Intern and Co-op Employees (Updated)
 - e. Policy #206 Legal Advisor/General Counsel (Replaces Policy# 202)

Motion by Commissioner Lievens, supported by Commissioner Moore, to approve the Consent Agenda as presented.

Roll call by Clerk as follows:

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

Motion carried.

XI. COMMUNICATIONS

Board Action:

1. Letter dated September 7, 2022 from Mr. John Conlin, Director, Monroe County Emergency Management Division requesting approval to apply for the FY2023 Emergency Management Performance Grant (EMPG) between the Michigan State Police Emergency Management, Homeland Security Division and the Monroe County Emergency Management Division, totaling \$45,362 which provides up to 50% of the salary and fringe benefits of the Monroe County Emergency Management director.

Chairman Brant read the request into the record.

Motion by Commissioner Swartout, supported by Commissioner Jondro to accept the communication, place it on file and approve the request to apply for the FY2023 Emergency Management Performance Grant (EMPG) between the Michigan State Police Emergency Management, Homeland Security Division and the Monroe County Emergency Management Division totaling \$45,362, for reimbursement of up to 50% of the salary and fringe benefits of the EMD director.

Roll call by Clerk as follows:

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

Motion carried.

2. Letter dated September 12, 2022 from Mr. Michael Bosanac, Administrator/Chief Financial Officer requesting approval to accept a grant from the Michigan Indigent Defense Commission in the amount of total amount of \$1,076,424.94 with the County's local share match cost match amount of \$217,687.41 for a total program cost of \$1,294,111.35. The County match is included in the 2022 budget for the period October 1-December 31, 2022. The balance of the state fiscal year match January 1-September 30, 2023 will be included in the 2023 County budget.

Chairman Brant read the request into the record.

Motion by Commissioner Asper, supported by Commissioner Moore to accept the communication, place it on file and accept a grant from the Michigan Indigent Defense Commission in the amount of \$1,076,424.94 with the County’s local share match cost match amount of \$217,687.41 for a total program cost of \$1,294,111.35 with the County local match amount included in the 2022 budget and will be included in the 2023 County budget.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated September 15, 2022, from Michael Brown, Chief Judge, 1st District Court and Mark Braunlich, Chief Judge, 38th Judicial Circuit Court, requesting additional funding of \$44,000 and \$36,000 respectively, to cover the additional expenses for electronic monitoring services.

Chairman Brant read the request into the record.

Motion by Commissioner Hoffman, supported by Commissioner Jondro to accept the communication, place it on file and refer the request to the County Administrator/Chief Financial Officer to provide a recommendation regarding the court’s request for additional funding.

Roll call by Clerk as follows:

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

Motion carried.

- Presentation of the County of Monroe’s Annual Comprehensive Financial Report (ACFR) for year ended December 31, 2021, by the County’s Administrator/Chief Financial Officer and independent auditor from Rehmann Robson, Mr. Daniel Clark, Principal.

Click [here](#) for the 2021 ACFR.

Click [here](#) for the 2021 Single Audit Act Compliance Report

Click [here](#) for the PowerPoint Presentation.

Motion by Commissioner Lievens, supported by Commissioner Hoffman to accept the County of Monroe’s Annual Comprehensive Financial Report for the year-ended December 31, 2021 and retain official copy on file.

Roll call by Clerk as follows:

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

Motion carried.

5. Letter dated September 14, 2022 from Ms. Susan Maier, Fiscal Services Director presenting management’s response and transmittal of the independent auditor’s communication with those charged with governance dated June 30, 2022 regarding the 2021 audit.

Ms. Maier explained the communication.

Motion by Commissioner Lievens, supported by Commissioner Swartout to accept the communication and place on file and authorize required action to be taken by management of the County to develop and implement any additional procedures to address the findings contained in the auditor’s communication to the Board of Commissioners.

Roll call by Clerk as follows:

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

Motion carried.

XII. PUBLIC HEARINGS—None

XIII. OLD BUSINESS—None

XIV. NEW BUSINESS—None

XV. PUBLIC COMMENT—

1. Mr. Andy Clark thanked the Board for approving the part-time to full-time Registrar position at the Monroe County Museum System. He also announced the Museum System’s upcoming Octobernight 2022.
2. Mr. Jim Risinger thanked the Board for approving the Youth Center’s Reorganization plan and introduced Ms. Lauren Hanus who is the Lead Supervisor for the ESS Program.

XVI. ANNOUNCEMENTS

1. Copies of any Tributes or Certificates issued since September 6, 2022 meeting: Special Tribute Recognizing Monroe County's 4-H as it Celebrates 100 Years.

XVIII. MEMBERS TIME

Commissioner Jondro—Great Job on the ACFR.

Commissioner Hoffman—Echo what Commissioner Jondro said, Good Job on the ACFR. He attended the Spirit Awards for the Museum System and the staff did an outstanding job. He commended Andy Clark on a Great Job.

Commissioner Moore—He announced the Business Alliance creation to combine the Tourism Bureau, BDC and Chamber of Commerce. Organizational Meeting on October 5th. We are always streamlining in the county. Maybe someone from the new Business Alliance can make a presentation to the Board.

Commissioner Asper—Thank you to the 2nd floor for great job on the ACFR. Special Olympics Golf Outing on October 8th. Discussed 3 Propositions that will be on the November ballot and said that if anyone doubts what she is saying, she has the proof.

Commissioner Swartout—Thanks for the great presentations. Great job that the staff does on the ACFR.

Chairman Brant asked Mr. Bosanac what percentage of ARPA contracts that have gone out have come back and Mr. Bosanac said about 50%. Mr. Bosanac added that there was a graded exercise at Fermi today. All went well and thank you to EMD Director, John Conlin for making everything run smoothly. It was the first drill under the leadership of Director Conlin. Ford Plant broke ground out there. Insite is also preparing for 2 projects in Ash Township.

Commissioner Lievens—Pass

Commissioner Vensel—Excused

Commissioner Richardville—Although the Operations Committee Report was brief, there was a lot of work that went into all of the items on the Agenda.

Commissioner Brant—Pass

XIX. ADJOURNMENT—Chairman Brant adjourned the meeting at 7:01 p.m. with no further business to conduct.

Respectfully submitted by:

Lisa E. Sanders

Lisa E. Sanders

Deputy Clerk/Administrative Assistant

Monroe County Board of Commissioners