

**MONROE COUNTY BOARD OF COMMISSIONERS
 REGULAR MEETING MINUTES
 MAY 16, 2023**

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe on Tuesday, May 16, 2023. 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
Mark Brant	Randy Richardville	Greg Moore, Jr. (arrived 6:05 p.m.)	David Hoffman
Dawn Asper	David Vensel	J. Henry Lievens	
Jay Heinzerling	David Swartout		

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

III. PLEDGE OF ALLEGIANCE

Commissioner Lievens led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Lisa Sanders led the Opening Prayer.

V. APPROVAL OF AGENDA

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to approve the May 16, 2023 Regular Meeting Agenda as presented.

Voice vote taken. Motion carried.

VI. APPROVAL OF MINUTES (05/02/2023 Regular Meeting)

Motion by Commissioner Lievens, supported by Commissioner Swartout to approve the minutes as presented for the May 2, 2023 Regular Meeting and waive the reading thereof.

Voice vote taken. Motion carried.

VII. PUBLIC COMMENT—

1. Judge William Paul Nichols congratulated Ms. Colleen Hinzmann, IT Director, on her retirement since today is her last day. He commented on some of the projects she has worked on over the years and praised her for being a very dedicated employee.

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION

1. Presentation of Agriculture and Natural Resources updates by Mr. Ned Birkey, contracted agricultural consultant. Mr. Birkey handed out a fact sheet of his annual report to the Board. Some of the highlights are as follows:

- Solar “farms” have been an issue since the first Consumers Energy farm in Erie Township several years ago
- Karst has been and continues to be a source of groundwater concern in Monroe County
- 2022 MCCC Student Ag Farm vegetable and flower donations to MCOP and the Village Market was over 2,800 pounds
- Pollinator cover crops have been planted at the MCCC Student Ag Farm for the past four years but will be emphasized further in 2023
- Pesticide Training and Review classes have been held at MCCC late fall and late winter

IX. FINANCE MATTERS

1. Approval of the 05/17/2023 Accounts Payable Current Claims Report in the amount of \$1,982,500.83

Motion by Commissioner Lievens, supported by Commissioner Asper to accept the 05/17/2023 Accounts Payable Current Claims Report for \$1,982,500.83 and approve the Claims for the date and amount presented.

Roll call by Clerk as follows:

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

Motion carried.

X. CONSENT AGENDA

1. Approval of Non-Claims
 - a. Check Register dated 05/05/2023 in the amount of \$236,249.40
 - b. Check Register dated 05/12/2023 in the amount of \$1,102,629.54

Motion by Commissioner Lievens, supported by Commissioner Swartout to confirm the Non-Claims payments as presented on the agenda for the dates and amounts listed.

Roll call by Clerk as follows:

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

Motion carried.

2. Operations Committee-Report of the 05/11/2023 meeting. No report was given because the motion and support were made right away. Link to Operations Committee 05/11/2023 Agenda Packet: [HERE](#)
 - a. Letter dated May 3, 2023, from Mr. Jeffery Yorkey, Prosecuting Attorney, requesting approval to add an additional full-time Assistant Prosecuting Attorney II to the Monroe County

Prosecutor’s Office and a supplemental appropriation of \$25,207 for the amount not covered by the Prosecuting Attorney’s 2023 budget.

- b. Letter dated May 5, 2023, from Ms. Alana Horkey, Victim Rights Coordinator, Prosecuting Attorney’s Office, requesting approval to add an additional full-time Victim Rights Secretary and eliminate two (2) part-time positions with funding from the 2023 budget.

Motion by Commissioner Lievens, supported by Commissioner Swartout to approve the recommendations of the Operations Committee as presented.

Roll call by Clerk as follows:

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

Motion carried.

XI. COMMUNICATIONS

Board Action:

- 1. Letter dated May 9, 2023 from Chief Deputy Chad Zeunen, Sheriff’s Office, requesting approval to accept the FY2023 Marine Safety grant award from the Michigan Department of Natural Resources in the amount of \$20,500 that will reimburse 75% of eligible expenses not to exceed the grant award amount. The match portion is funded within the Sheriff’s Office Marine Safety budget.

Chairman Brant read the request into the record.

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to accept the communication, place it on file and approve the acceptance of the FY2023 Marine Safety grant from the Michigan Department of Natural Resources in the amount of \$20,500.

Roll call by Clerk as follows:

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

Motion carried.

- 2. Letter dated May 10, 2023 from Chief Deputy Chad Zeunen, Sheriff’s Office, requesting approval to submit a grant application to the Michigan Commission on Law Enforcement Standards to help fund Justice Training Grant programs in FY2024 in the amount of \$24,286.45 with a minimum 25% match of \$8,096. The match is requested to be funded from the Sheriff’s Office 2024 budget.

Chairman Brant read the request into the record.

Motion by Commissioner Asper, supported by Commissioner Lievens to accept the communication, place it on file and approve the request to submit the grant application to the Michigan Commission on Law Enforcement Standards to help fund Justice Training programs in the amount of \$24,286.45 with a minimum 25% match of \$8,096. Further, the Board approved the request that the match amount be included in the Sheriff's Office 2024 budget.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated May 11, 2023 from Judge Michael Brown, Chief Judge & Monroe County Veterans Treatment Court Judge, regarding the submission of the Court's grant application to the State Court Administrative Office for FY2023-2024 grant funding of the Veterans Treatment Court in an amount of \$66,625, and requesting a local contribution of \$855, which includes \$300 for payroll processing costs that cannot be provided by the grant and \$555 for travel expenses to attend the annual MATCP Conference, that are not reimbursable by the grant. An additional appropriation of \$75 is requested in 2023, with the balance of \$780 requested to be included in the 2024 budget.

Chairman Brant read the request into the record.

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to accept the communication, place it on file and approve the submission of a grant application to the State Court Administrative Office for FY2023-2024 grant funding of the Veterans Treatment Court in an amount of \$66,625, and requesting a local contribution of \$855, which includes \$300 for payroll processing costs that cannot be provided by the grant and \$555 for travel expenses to attend the annual MATCP Conference, that are not reimbursable by the grant with an additional appropriation of \$75 requested in 2023, with the balance of \$780 requested to be included in the 2024 budget.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated May 11, 2023 from Judge Amanda Eicher, District Court & Monroe County Mental Health Court Judge, regarding submission of the Court's grant application to the State Court Administrative Office for FY2023-2024 funding of the Mental Health Recovery Court in the amount of \$229,491, with a local contribution of \$1,132, which includes \$300 to provide for payroll processing costs that cannot be provided by the grant and \$832 for travel expenses to attend the annual MATCP

Conference, that are not reimbursable by the grant. An additional appropriation of \$75 is requested in 2023, with the balance of \$1,057 requested to be included in the 2024 budget.

Chairman Brant read the request into the record.

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to accept the communication, place it on file and approve a grant application to the State Court Administrative Office for FY2023-2024 funding of the Mental Health Recovery Court in the amount of \$229,491, with a local contribution of \$1,132, which includes \$300 to provide for payroll processing costs that cannot be provided by the grant and \$832 for travel expenses to attend the annual MATCP Conference, that are not reimbursable by the grant. An additional appropriation of \$75 is requested in 2023, with the balance of \$1,057 is requested to be included in the 2024 budget.

Commissioner Asper asked if the amount on the agenda was the correct amount because the amount on the letter was different. The correct amount is reflected in the minutes.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated May 11, 2023 from Judge Mark Braunlich, Chief Judge, 38th Circuit Court and Judge William Paul Nichols, 38th Circuit & Adult Drug Treatment Court Judge, regarding submission of the Court's grant application to the State Court Administrative Office for FY2024 funding of the Adult Drug Treatment Court in the amount of \$141,656, with a local contribution of \$1,474.60 for travel expenses to attend the annual MATCP Conference, that are not reimbursable by the grant. This appropriation is requested to be included in the County's 2024 budget.

Chairman Brant read the request into the record.

Motion by Commissioner Swartout, supported by Commissioner Heinzerling to accept the communication, place it on file and approve the submission of the Court's grant application to the State Court Administrative Office for FY2024 funding of the Adult Drug Treatment Court in the amount of \$141,668, with a local contribution of \$1,474.60 for travel expenses to attend the annual MATCP Conference, that are not reimbursable by the grant with this appropriation requested to be included in the County's 2024 budget.

Judge Nichols commented that the amount was \$12 more than in the letter and the minutes reflect the correct amount. Judge Nichols will provide an updated letter for the file.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
Mark Brant	Randy Richardville	Greg Moore, Jr.		David Hoffman	

Dawn Asper	David Vensel	J. Henry Lievens			
Jay Heinzerling	David Swartout				

Motion carried.

- Letter dated May 10, 2023, from Ms. Crystal Comer, Monroe County Finance Office Accountant, requesting approval to accept the FY 2022 Operation Stonegarden grant award in the amount of \$70,200 from the United States Department of Homeland Security. This grant is a continuation of funding from Homeland Security. There is a local financial match of \$334 required which is to be funded from the Sheriff's Office 2023 budget.

Chairman Brant read the request into the record.

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to accept the communication, place it on file and approve the request to accept the FY 2022 Operation Stonegarden grant award in the amount of \$70,200 from the United States Department of Homeland Security with a local match of \$334 required which is to be funded from the Sheriff's Office 2023 budget.

Roll call by Clerk as follows:

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

Motion carried.

- Letter dated May 9, 2023 from Mr. Jeff McBee, Community Planning & Engagement Director, requesting confirmation of submission of a grant application of up to \$400,000 through the Ralph C. Wilson, Jr. Foundation Trails Maintenance Initiative. The purpose and use of the grant funds will provide ongoing support of the restoration and revitalization work on the River Raisin Heritage Trail. There is a 1:1 match required to receive this grant, however, the County has already been approved for funding from other sources well in excess of the required match.

Chairman Brant read the request into the record

Motion by Commissioner Heinzerling, supported by Commissioner Lievens to accept the communication, place it on file and approve the submission of a grant application of up to \$400,000 through the Ralph C. Wilson, Jr. Foundation Trails Maintenance Initiative.

Roll call by Clerk as follows:

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

Motion carried.

8. Letter dated May 9, 2023 from Mr. Jeff McBee, Community Planning & Engagement Director, submitting a Summary of a Farmland/Open Space review/recommendation from the County Planner and to approve two applications to the Farmland and Open Space Preservation program (part 361 of the Natural Resources and Environmental Protection Act) for properties in Whiteford Township.

Chairman Brant read the request into the record.

Motion by Commissioner Lievens, supported by Commissioner Heinzerling to accept the communication along with the Summary of Farmland review/recommendation to approve two applications to the Farmland and Open Space Preservation program for properties in Whiteford Township, place them on file and approve the recommendation of the County Planner.

Voice vote taken. Motion carried.

9. Letter dated May 9, 2023 from Mr. Philip Goldsmith, Legal Counsel to Chairman Mark Brant, recommending that a May 5, 2023, Freedom of Information Act Appeal be denied as the partial disclosure set forth in the County’s Freedom of Information Act Officer’s March 17, 2023 correspondence be upheld.

Supplemental Information:

- a. FOIA Request dated March 10, 2023
- b. County FOIA Officer’s (Michael Bosanac) March 17, 2023 response
- c. FOIA Appeal date May 3, 2023
- d. Legal Counsel’s Appeal Response to Appellant dated May 9, 2023
- e. Policy #205 [link](#)

Commissioner Brant asked Mr. Tom Graham, Legal Counsel to explain the recommendation. Questions were asked and answered. Discussion commenced.

Motion by Commissioner Swartout, supported by Commissioner Lievens to accept the communication from Legal Counsel, place it on file and approve the recommendation to uphold Mr. Bosanac’s March 17, 2023 FOIA correspondence and response.

Roll call by Clerk as follows:

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

Motion carried.

- XII. PUBLIC HEARINGS—None
- XIII. OLD BUSINESS—None
- XIV. NEW BUSINESS--None

XV. PUBLIC COMMENT—

1. Mr. Jeff Yorkey, Monroe County Prosecutor's Office –thanked the Board for their actions with regard to his item on the agenda and he looks forward to working with the Board, Finance and Law Enforcement in order to further the safety of this community.

XVI. ANNOUNCEMENTS

1. Copies of any Tributes or Certificates issued since the May 2, 2023 meeting: None

XVII. MEMBERS TIME

Commissioner Asper—Congratulations to Colleen Hinzmann on her retirement.

Commissioner Heinzerling—Congratulations to Sheriff's Office and the VIPER Task Force on the great job they have been doing in the community.

Commissioner Vensel—Pass

Commissioner Swartout--Pass

Commissioner Moore—Pass

Commissioner Lievens—Wished Colleen well on her retirement. Thank you to Ned for his report. Agriculture is still the backbone of our County. Applauded Commissioner Asper for catching the typo on the Agenda.

Commissioner Richardville—Pass

Commissioner Hoffman—Excused

Mr. Bosanac—Thank you to Colleen for her many years of service to the County. This evening you approved about \$953,000 of funding outside the General Fund. We appreciate the Board's concurrence. There is a lot of effort that goes on behind the scenes for these grants in order to make sure you have a good understanding of what the funds are used for.

Commissioner Brant—I also would like to thank Colleen for her many years of community service and wish her good luck in her retirement. Everything just worked smoothly having you working with us.

XVIII. ADJOURNMENT—Chairman Brant adjourned the meeting at 6:55 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