WAYS AND MEANS COMMITTEE MEETING

FRIDAY, AUGUST 15, 2025

9:00 A.M.

MINUTES

MEMBERS PRESENT: Chairperson Brian Droscha, Brandon Haskell, Jeanne Pearl-Wright, Mark Mudry, Frank Holmes, and Keith Barber.

ALSO PRESENT: Commissioners Jim Mott, Jane Whitacre, Nicole Christensen, and Scott Hansen; Connie Sobie, Ben Dawson, Logan Bailey, Melissa Ballard, Tim Vandermark, Eric Daley, Chad Powers, Diana Bosworth, Claudine Williams, Marne Daggett, Tyger Fullerton, and Bill Fabijancic.

The August 15, 2025 meeting of the Ways and Means Committee was called to order at 9:00 a.m. by Chairperson Droscha.

The Pledge of Allegiance was given by all.

Commissioner Haskell moved to approve the agenda, as presented. Commissioner Mudry seconded. Motion carried unanimously.

Commissioner Barber moved to approve the July 11, 2025 meeting minutes. Commissioner Haskell seconded. Motion carried unanimously.

Limited Public Comment. None.

Marne Daggett, Regional Manager for Municipal Employees' Retirement System (MERS), provided an overview and insights on the County's Annual Actuarial Valuation dated December 31, 2024. Discussion held.

Diana Bosworth, County Clerk, presented a resolution to amend the County Clerk Fee Schedule. These fees were last reviewed and amended in 2017. Commissioner Haskell moved to recommend the approval of the resolution to amend the County Clerk Fee Schedule to the Board of Commissioners, as presented. Commissioner Mudry seconded. Motion carried unanimously.

A Resolution to Authorize Application for County Clerk E-Recording Grant was presented by Clerk Bosworth. Commissioner Barber moved to recommend the approval of the resolution to the Board of Commissioners as presented. Commissioner Haskell seconded. Motion carried unanimously.

Equalization Director Tim Vandermark presented Resolution to Approve an Application for a Farmland and Open Space Developmental Rights Agreement (Public Act 116 Of 1974, as amended). Commissioner Pearl-Wright moved to recommend the resolution to the Board of Commissioners, as presented. Commissioner Barber seconded. Motion carried unanimously.

Mr. Vandermark advised the committee that there will be a request from the City of Charlotte to expand their DDA presented next month. Discussion held.

Technology Services Director Eric Daley provided a departmental update. He discussed the various projects that Technology Services has been involved in. Mr. Daley discussed the bi-annual security audit for compliance purposes for the State of Michigan Office of Child Support, indicating the audit was finalized and the County scored very well. Mr. Daley also discussed the AT&T telephone contract and indicated all the County's legacy lines have moved from analog to digital IP based. An update on the equipment for the Delta patrol was provided.

Communication Director Logan Bailey provided a departmental update, discussing the County's social media and online activity and the danger of bad actors accessing the County's websites. Mr. Bailey indicated that an additional component to our County Website Hosting platform was installed and has begun gathering data for ADA compliance purposes. Mr. Bailey also discussed the pending grant applications for federal and state appropriations.

Deputy Administrator/Human Resources Director Ben Dawson presented the positions update. Mr. Dawson discussed the currently open positions and indicated that the monthly vacancy rate is 17.58%, with the annual vacancy rate at 13.24%. Commissioner Haskell moved to fill the vacant and recommended positions. Commissioner Pearl-Wright seconded. Motion carried unanimously.

A request to adopt a permanent out-of-state remote work agreement between the County and Elizabeth Walby was presented. The proposal would allow Ms. Walby to work remotely through June 30, 2026, with the possibility of extending the date based on operational needs. Commissioner Holmes moved to approve the request, as presented. Seconded by Commissioner Pearl-Wright. Discussion held. Motion carried unanimously.

Mr. Dawson provided a union bargaining update and tentative agreements with Animal Control and Central Dispatch Nonsupervisory Unit. Commissioner Pearl-Wright moved to recommend the tentative union agreements to the Board of Commissioners, as presented. Seconded by Commissioner Haskell. Discussion held. Motion carried unanimously.

Mr. Dawson presented a Resolution to Authorize Application for Fire Training Center State Grant Funding. The County was notified that we received a State appropriation to build a fire training facility. Administration has been working with the Eaton County Fire Training Committee (FTC) to develop a Memorandum of Understanding (MOU) between the agencies to enable the FTC to implement the project. Bill Fabijancic, Assistant Fire Chief of Windsor Township, and Tyger Fullerton, Charlotte Assistant Fire Chief, provided information about how the facility will be utilized. The resolution includes an override of the Grants Policy to allow the County to charge 3% administrative rate instead of the required 15% rate. Commissioner Haskell recommended to approve the resolution to the Board of Commissioners, as presented. Commissioner Barber seconded. Discussion held. Motion carried unanimously.

Chairperson Droscha called for a brief recess at 10:53 a.m.

Chairperson Droscha reconvened the meeting at 11:05 a.m.

Finance Director Melissa Ballard presented the Health Insurance Report for June. There were no major changes from the prior month's report.

Ms. Ballard presented the Child Care Fund Report for June. There were no major changes from the prior month's report. Based on current estimate, the projected ending fund balance for September 30, 2025 is $1,624,073.

The monthly financial report for fiscal year 2024/25 was presented. Ms. Ballard indicated that revenues and expenses continue as budgeted.

Facilities Director Chad Powers provided a departmental update. Mr. Powers indicated his department is wrapping up various annual projects as well as the pending grant funding opportunities, assisting with updating the County's purchasing policy and completing the evidence storage room expansion in the Sheriff's office, and the ongoing projects at the parks.

A Resolution to Approve 2024/2025 Budget Amendments was presented. Commissioner Haskell moved to recommend approval of the budget amendments to the Board of Commissioners as presented. Commissioner Mudry seconded. Discussion held. Motion carried unanimously.

Discussion was held regarding updates to the County's Purchasing Policy, which will need to be adopted by September 17, 2025. Based on the importance of the policies that need to be updated by the County, Chairman Mott recommended to form a Policies Workgroup. Members of the workgroup shall be Commissioner Mott, Commissioner Droscha, Commissioner Haskell, and Commissioner Peek. The workgroup will meet regularly until policies are ready to be adopted.

An update on expiring committee appointments was provided by Claudine Williams, Director of Intergovernmental Affairs and Development. Discussion held.

Miscellaneous. Commissioner Christensen discussed Woofstock, a fundraiser being organized on September 27, 2025 by Friends of Animal Control in an effort to support Animal Control Operations.

Commissioner Mudry moved to recommend approval of the payment of claims against the County in the amount of $582,676.28, immediate claims in the amount of $2,182,478.24, electronic claims in the amount of $8,856,342.30, and employee payroll in the amount of $1,844,870.53 to the Board of Commissioners as presented. Seconded by Commissioner Haskell. Motion carried unanimously.

The 2025/2026 updated budget projections were presented and discussed. Ms. Sobie indicated that a 4.5% pay increase for all employees was included in the budget. Commissioner Barber moved to recommend the 2025/26 budget to the public hearing on September 9, 2025, as presented. Commissioner Haskell seconded. Discussion held. Motion carried unanimously.

Limited public comment. None.

Chairperson Droscha adjourned the meeting at 12:15 p.m.

The next regularly scheduled meeting of the Ways and Means Committee will be held on Friday, September 12, 2025, at 9:00 a.m. in the Board of Commissioners Room of the Courthouse located at 1045 Independence Blvd., Charlotte, MI 48813.

Brian Droscha, Chairperson