OAKLAND COUNTY MICHIGAN

BOARD OF COMMISSIONERS

1200 N. Telegraph Road, Bldg. 12 East, Pontiac, MI 48341

Board of Commissioners

David T. Woodward, Chair

March 18, 2025 at 9:30 AM

MINUTES

1. **Call Meeting to Order**

   Chair David T. Woodward called the meeting of the Board of Commissioners to order at 10:00 AM in the Commissioners' Auditorium, 1200 N. Telegraph Road, 12E, Pontiac, MI 48341.

2. **Roll Call**

   MEMBERS PRESENT: David Woodward, Michael Spisz, Penny Luebs, Kristen Nelson, Christine Long, Robert Hoffman, Philip Weipert, Gwen Markham, Angela Powell, Marcia Gershenson, Yolanda Smith Charles, Charles Cavell, Ann Erickson Gault, Linnie Taylor, Robert Smiley (15)

   MEMBERS ABSENT WITH NOTICE: Michael Gingell, Karen Joliat, William Miller III, Brendan Johnson (4)

3. **Invocation - Penny Luebs**

4. **Pledge of Allegiance to the Flag**

5. **Approval of Minutes**

   a. **Clerk/Register of Deeds - dated March 6, 2025**

      Board Action #2025-5088 _

      Linnie Taylor moved **approval of the Minutes dated March 6, 2025, as presented**. Seconded by Angela Powell.

      Motion Passed.

      A sufficient majority having voted in favor, the Minutes dated March 6, 2025, were approved, as presented.

6. **Approval of Agenda**

   Penny Luebs moved **approval of the Agenda, as presented.** Seconded by Linnie Taylor.

Chair David Woodward addressed the Board to announce that a presentation will be added to the Agenda in recognition of Michigan Agricultural Week.

Motion Passed.

A sufficient majority having voted in favor, the Agenda was approved as amended.

Robert Hoffman addressed the Board to request an item regarding the Road Commission be added to the Agenda. Robert Hoffman moved the approval for discussion. Seconded by Michael Spisz.

Motion Failed.

A sufficient majority having not voted in favor, the amendment was denied.

7. Presentations

a. Board of Commissioners - Awards - Women's History Month Awards

Board Action #2025-5087 _
Commissioners Angela Powell, Marcia Gershenson, Penny Luebs, Linnie Taylor, Yolanda Smith Charles and Ann Erickson Gault addressed the Board to present the Women's History Month Awards to the following recipients:

Tanesha Stephens
Deborah Macon
Bonnie Swope
Allyson Bettis
Leslye Harelik-Richie
Melissa Marsh

Tanesha Stephens, Deborah Macon, Bonnie Swope, Allyson Bettis and Melissa Marsh addressed the Board.

b. Board of Commissioners - Michigan Agricultural Week (March 18-24) Recognition

Board Action #2025-5101 _
L.C. Scramlin, Oakland County Farm Bureau Member, Jessica Lynn, Bloomfield Hills FFA Advisor and Agriculture, Food, and Natural Resources Teacher, Kendall Crawford, Vice President and Sentinel of FFA, and Laidyn Pena, reporter for the FFA and Bloomfield Post, addressed the Board to give a presentation to recognize National Agricultural Week.

8. Communications

a. Board of Commissioners - Grant Exception Letter dated March 18, 2025

Board Action #2025-5094 _
Fred Miller, Deputy Oakland County Clerk/Register of Deeds read a communication from Chair David Woodward notifying the Board that he has

authorized the submission of the following grant application:

Grant Name: Unlocking Capital on Main Street
Department: Economic Development-Planning & Local Business Development Division
Amount: $50,000
Grant Application Deadline: March 10, 2025

Penny Luebs moved to **receive and file the attached Communication.** Seconded by Philip Weipert.

Motion Passed.

A sufficient majority having voted in favor, the Communication was received and filed.

9. **Public Comment**

The following people addressed the Board during Public Comment #1: John Lauve, Sean Miller, Marvin Vaughn, Malorie Rebecca, Tracy Tuning and Rebecca Buckner.

Reports of Standing Committees

Consent Agenda

All items on the Consent Agenda **Passed**.

Robert Hoffman moved to **recommend approval of the attached suggested resolutions on the Consent Agenda**. Seconded by Ann Erickson Gault.

Motion Passed.

Vote Summary (15-0-0)
Yes: Marcia Gershenson, Yolanda Smith Charles, Charles Cavell, Ann Erickson Gault, Linnie Taylor, Robert Smiley, David Woodward, Michael Spisz, Penny Luebs, Kristen Nelson, Christine Long, Robert Hoffman, Philip Weipert, Gwen Markham, Angela Powell
No: None
Abstain: None

10. **Economic Development and Infrastructure Committee - Yolanda Smith Charles**

a. **Water Resources Commissioner - Stormwater Pumping Station Operation and Maintenance Agreement with City of Sylvan Lake**

Board Action #2025-5020 _
Authorize the Chair of the Board of Commissioners to execute the agreement with the City of Sylvan Lake for the operation and maintenance of the city's stormwater pumping station.

Attachments:

1. 2025-03-12 EDI Memo re Sylvan Lake Pump Station Agreement
2. Stormwater Lift Station O&M Agreement with exhibits

b. **Economic Development - Planning and Local Business Development - Urban Main Targets of Opportunity Grant Program and Subrecipient Agreement**

Board Action #2025-5033 _

Approve the Urban Main Targets of Opportunity Grant Program and subrecipient agreement to utilize Michigan Economic Development Corporation (MEDC) funding to support physical improvements to sites and/or buildings preparing them for occupancy or expanded occupancy; authorize the Chair of the Board of Commissioners to execute the subrecipient agreements.

Attachments:

1. Urban Main Subrecipient Grant Agreement 2025-02-25
2. URBAN MAIN TARGETS OF OPPORTUNITY GRANT

c. **Economic Development - Veterans Services - Amendment #1 to the FY 2025 County Veterans Service Fund Grant with Michigan Veterans Affairs Agency**

Board Action #2025-5054 _

Accept the amended grant funding from the Michigan Veterans Affairs Agency (MVAA) for the FY 2025 County Veterans Service Fund (CVSF) in the amount of $208,747.00 for the grant period of October 1, 2024 through September 30, 2025; further, authorize the Chair of the Board of Commissioners to execute the grant amendment; further, if a change in determination is made by the MVAA, another resolution may be forthcoming as the amended award has been overspent; further, amend the FY 2025 budget as detailed in the attached Schedule A - Budget Amendment.

Attachments:

1. Veterans_FY2025 Cty Vet Svc_Amend #1_Schedule A-Budget Amendment
2. FY25 Grant Amendment
3. Notice of CVSFG FY25 Budget Recalculation
4. Oakland FY25 CVSF Award Packet signed
5. Grant Review Sign-Off CVSF Amendment

d. **Facilities Management - Amendment #2 of the Hangar Space Lease with Midfield Management, LLC for Sheriff's Office Aviation Unit**

Board Action #2025-5039 _ 25-7
MR #25007
Lease Amendment #2 of the Hangar Space Lease with Midfield Management, LLC for Sheriff's Office Aviation Unit

WHEREAS the Oakland County Sheriff Department owns and operates two ASTAR Tri-blade AS350 B2 helicopters, which are presently housed at the

Oakland County International Airport (OCIA); and

WHEREAS the current lease with Midfield Management, LLC expires March 31, 2025; and

WHEREAS the Sheriff's Office desires to continue to house the helicopters at the OCIA location; and

WHEREAS Midfield Management current lease provides hangar storage, office space and fuel for the helicopters at market rates (see schedule B) at OCIA; and

WHEREAS Midfield Management, LLC has updated the lease costs for this three-year extension with an option to extend for an additional two years; and

WHEREAS the Departments of Facilities Management, the Sheriff's Office and Corporation Counsel have reviewed Amendment #2 extending the lease.

NOW THEREFORE BE IT RESOLVED that the Oakland County Board of Commissioners hereby approves and authorizes the attached Amendment #2 to the lease agreement with Midfield Management, LLC, expiring March 31, 2028.

BE IT FURTHER RESOLVED that the Oakland County Board of Commissioners hereby directs its Chair or their designee to execute the attached lease and all other related documents which may be required between the County and Midfield Management, LLC.

BE IT FURTHER RESOLVED that the FY 2025-2027 budgets are amended as detailed in the attached Schedule A - Budget Amendment.

Adopt the attached Amendment #2 of the Hangar Space Lease with Midfield Management, LLC for Sheriff's Office Aviation Unit.

Attachments:

1. FY25-27 Facilities Amend #2 Hangar Lease Midfield LLC Schedule A-Budget Amendment
2. 2nd Amendment - Midfield Maven Lease (final 3.3.25)

11. Finance Committee - Gwen Markham

a. Executive's Office - Appropriation to Support the Rx Kids Program

Board Action #2025-5074 _
Authorize a one-time appropriation of $500,000 to support the Oakland County Rx Kids Program and following review by the purchasing division and Corporation Counsel, authorize the Director of Health and Human Services to serve as the County's contract administrator to contract with Oakland Livingston Human Services Agency; further, amend the FY 2025 budget as detailed in the attached Schedule A.

Attachment:

1. Strategic Initiatives - Rx Kids Program (Schedule A)

b. Indigent Defense - Creation of Two (2) Seasonal Law Clerk Intern Positions to Support the Public Defender's Office

Board Action #2025-4988 _
Approve the creation of two (2) Part-Time Non-Eligible Law Clerk Intern positions in the Public Defender's Office.

Attachments:

1. Email from MIDC with Intern Approval
2. GRANT SIGN OFF - MIDC FY25
3. Position Costing - 2 PTNE Law Clerks 500 Hours Each

c. Board of Commissioners - Sponsorship of 5th Annual Madison Heights Juneteenth Festival

Board Action #2025-5036 _
Approve the one-time allotment of $5,000 from the Fiscal Year 2025 Board of Commissioners General Fund Sponsorship line-item budget for the purpose of sponsoring the 5th Annual Madison Heights Juneteenth Festival; further, approve and authorize the Board Chair to execute any required agreements on behalf of Oakland County. Additionally, require that the recipient of the funds promote the County and provide an impact report to the Board detailing the sponsorship outcomes, including the number of residents served.

d. Information Technology - Amendment to the Information Technology Government to Government Program

Board Action #2025-5027 _
Approve the attached Information Technology Services Agreement Exhibits for Information Technology services related to Online Payments, Over-the-Counter Payments, and Pay Local Taxes, and to authorize the Chairperson of the Board to execute the agreements and any necessary documents with any Michigan public body that agrees to enter into a Comprehensive Information Technology Services Agreement.

Attachments:

1. 02.26.25 RR IT Exhibit II - In County
2. 02.26.25 RR IT Exhibit II - Out County
3. 02.26.25 RR IT Exhibit III
4. 02.26.25 RR IT Exhibit I

e. Fiscal Services - FY 2025 First Quarter Forecast

Board Action #2025-5040 _

Accept the Fiscal Year 2025 First Quarter Financial Report, recognize donations received for the Children's Village Division, Animal Shelter and Pet Adoption Center, Sheriff's Office, and Health and Human Services, approve the carryforward of remaining balances from the FY 2024 American Rescue Plan appropriations, authorize the write-off of uncollectible debts as recommended by the Department of Management and Budget and detailed in the attached schedules, and amend the FY 2025 – FY 2027 Budgets pursuant to Schedules A and B.

Attachment:

1. FY 2025 1st Qtr Forecast Packet - FINAL 3-7-2025

f. Information Technology - Creation of Five (5) Full-Time Eligible Positions for Circuit Court Case Management System

Board Action #2025-5048 _
Approve the creation of five (5) General Fund/General Purpose (GF/GP) Full-Time Equivalent (FTE) positions within the Circuit Court and County Clerk's Office, including one (1) Court Program Evaluation Analyst in the Circuit Court Business Division (3010201), one (1) Court Clerk Coordinator in the Circuit Court Judicial Administration (3010101), one (1) Supervisor Case Management in the Circuit Court Criminal Division (3010301), one (1) County Clerk Records Specialist in the County Clerk Legal Records Unit (2010210), and one (1) User Support Specialist I in the County Clerk Legal Records Unit (2010210), with all positions set to sunset three (3) years from the date of adoption, and to approve the creation of a Major Departmental Support Project with an allocation of $8,100,000 in funding, with a budget amendment necessary to support this action to be included in the subsequent Quarterly Financial Report presented by Fiscal Services.

Attachment:

1. Circuit Court - Create Positions and Funding for Case Management System HR Write Up

12. Legislative Affairs and Government Operations Committee - Brendan Johnson

a. Clerk/Register of Deeds - Grant Acceptance - Michigan Electronic Recording Commission FY 2025 E-Recording Grant

Board Action #2025-4962 _
Authorize acceptance of the 2024 Michigan Electronic Recording Commission reimbursable grant in the amount of $12,000 for the period of October 1, 2024, through September 30, 2025; further, that the budget be amended as detailed in the attached Schedule A.

Attachments:

1. Schedule A - Budget Amendment

2. Grant Review Sign-Off_Feb2025
3. MERC_grant_approval_email_Redacted

b. **Parks & Recreation - Grant Acceptance - FY2025 Saginaw Bay Watershed Initiative Network**

Board Action #2025-5003 _
Approve the FY 2025 Saginaw Bay Watershed Initiative grant award in the amount of $25,000 from the Saginaw Bay Watershed Initiative Network for the Stewart Lake Fen and Thread Creek Habitat Restoration project at Groveland Oaks for the term of January 17, 2025, through December 31, 2025; further, authorize the Chair of the Board of Commissioners, or his designee, to execute any documentation required for the grant award, pursuant to the Oakland County Grant Policy and Procedures; further approve a budget amendment pursuant to the attached Schedule A.

Attachments:

1. Schedule A - FY 25 Saginaw Bay Watershed
2. Grant Review Sign-Off
3. Oakland County Parks Grant Agreement 20252
4. Saginaw Bay WIN Grant Agreement Application Attachment A

c. **Parks & Recreation - Grant Acceptance - FY 2025 Sustain Our Great Lakes Grant**

Board Action #2025-5042 _
Approve the grant award from the National Fish and Wildlife Foundation in the amount of $300,000 for the Beech Woods Park/Southfield Oaks project for the period of October 1, 2024 through September 1, 2026; further, authorize the Chair, or his designee, to execute any documentation required for the grant award, pursuant to the Oakland County Grant Policy and Procedures; further, further approve a budget amendment pursuant to the attached Schedule A.

Attachments:

1. Schedule A - FY2025 Sustain Our Great Lakes
2. Grant Review Sign-Off
3. FY2025 SOGL Grant Agreement FINAL
4. NFWF Subrecipient FFATA Form FINAL
5. National Fish & Wildlife Foundation Conditional Award Notification - Project #83164

d. **Parks & Recreation - Grant Amendment - FY 2021 National Fish Passage Program Grant**

Board Action #2025-5018 _
Approve the grant award amendment, effective August 19, 2022, from the U.S. Fish and Wildlife Service that increases the grant award by $50,200 to $247,563; further, approve the grant award amendment, effective November 30, 2022, which extends the grant period through September

30, 2024; further authorize the Chair of the Board of Commissioners to execute documents necessary to authorize these grant award amendments, pursuant to the Oakland County Grant Policy and Procedures.

Attachments:

1. Grant Review Sign-Off
2. NFPP Amendment November 30 2023
3. NFPP Amendment August 19 2022

13. Public Health and Safety Committee - Penny Luebs

a. Sheriff's Office - Amendment #1 to the FY 2025 State and Local Overtime Reimbursement for the Joint Terrorism Task Force

Board Action #2025-5010 _
Approve the amendment for the FY 2025 State and Local Overtime Reimbursement for the Joint Terrorism Task Force in the amount of $43,481 for the period of October 1, 2024 through September 30, 2025; further, authorize the Chair of the Board of Commissioners to execute the amendment; further, amend the FY 2025 budget as detailed in the attached Schedule A.

Attachments:

1. Grant Review Sign-Off
2. FY25 JTTF Schedule A Amend #1
3. FY 2025 Notice of Overtime Limits

b. Sheriff's Office - Contract with RapidSOS for the Emergency Communications & Operations Division

Board Action #2025-5073 _
Approve the three-year contract with RapidSOS after final review by the Purchasing Division and Corporation Counsel; further, authorize the Chair of the Board of Commissioners to execute the contract; further, forward a fully executed contract to the Public Health and Safety and Finance Committees; further, authorize the appropriation of not-to-exceed $400,000 from the General Fund Strategic Investment Plan (#383554) to the Sheriff's Office General Fund Budget; further, include the budget amendment in a subsequent quarterly forecast report.

c. Probate Court - Memorandum of Understanding between Oakland Community Health Network and the Oakland County Probate Court

Board Action #2025-5071 _
Approve the Memorandum of Understanding between Oakland Community Health Network and the Oakland County Probate Court; further, authorize the Chair of the Board of Commissioners to execute the attached agreement.

Attachment:

1. 2025-2567-MOU OC Probate Court

d. Emergency Management & Homeland Security - Grant Application to the Federal Emergency Management Agency for the Building Resilient Infrastructure and Communities Project

Board Action #2025-5011 _
Approve the grant application to the Federal Emergency Management Agency for the Building Resilient Infrastructure and Communities Project in the amount of $43,136,607.15, with a County match of $10,784,151.79, for the period of October 2025 through October 2028.

Attachments:

1. Grant Review Sign-Off
2. 2024 BRIC NOI Doumentation
3. BRIC FY24 - Oakland County - Project - Saferoom Application v1.0 (002)

e. Health & Human Services - Health Division - Amendment #2 to the 2025 Emerging Threats Local Health Department Grant

Board Action #2025-4974 _
Approve amendment #2 to the FY 2025 Emerging Threats Local Health Department Grant from the Michigan Department of Health and Human Services in the amount of $2,172,917 for the period of October 1, 2024 through September 30, 2025; further, authorize the Chair of the Board of Commissioners to execute the agreement; further, amend the FY 2025 budget as detailed in the attached Schedule A.

Attachments:

1. FY25 Emerging Threats_Amend #2_Schedule A
2. Grant Acceptance Review Sign-Off
3. Draft Contract Amendment #2
4. Attachment IV Amendment #2
5. Attachment 1 Amendment #2
6. Attachment III Amendment #2

Chair David Woodward called a recess at 10:59 AM.

Chair David Woodward called the Board to reconvene at 12:53 PM.

ROLL CALL
MEMBERS PRESENT: David Woodward, Penny Luebs, Kristen Nelson, Christine Long, Robert Hoffman, Gwen Markham, Angela Powell, Yolanda Smith Charles, Charles Cavell, Ann Erickson Gault, Linnie Taylor, Robert Smiley (12)

MEMBERS ABSENT WITH NOTICE: Michael Gingell, Karen Joliat, William Miller III, Brendan Johnson, Michael Spisz, Marcia Gershenson (6)

Regular Agenda

14. Economic Development and Infrastructure Committee - Yolanda Smith Charles

a. Board of Commissioners - 2025 Local Road Improvement Program - Policy

Board Action #2025-5029 _
Yolanda Smith Charles moved to **approve the amended Local Road Improvement Program Policy, as reviewed by Corporation Counsel.** Seconded by Robert Smiley.

Motion Passed.

Vote Summary (13-0-0)
Yes: David Woodward, Penny Luebs, Kristen Nelson, Christine Long, Robert Hoffman, Philip Weipert, Gwen Markham, Angela Powell, Yolanda Smith Charles, Charles Cavell, Ann Erickson Gault, Linnie Taylor, Robert Smiley
No: None
Abstain: None

Attachment:

1. Attachment A - Program Policy FINAL with CC Review

15. Legislative Affairs and Government Operations Committee - Brendan Johnson

a. Human Resources - Adopt Amendment to Merit Rule 20 - Education Assistance

Board Action #2025-5023 _
Ann Erickson Gault moved to **approve the Amendments to Merit Rule 20, as detailed in the attached documents.** Seconded by Linnie Taylor.

Discussion followed.

Motion Passed.

Vote Summary (13-0-0)
Yes: David Woodward, Penny Luebs, Kristen Nelson, Christine Long, Robert Hoffman, Philip Weipert, Gwen Markham, Angela Powell, Yolanda Smith Charles, Charles Cavell, Ann Erickson Gault, Linnie Taylor, Robert Smiley
No: None
Abstain: None

Attachments:

1. Merit Rule 20 - Education Assistance REVISED

2. Merit Rule 20 - Education Assistance CLEAN

b. Board of Commissioners - Appointment to the Oakland Community Health Network Board

Board Action #2025-5024 _
Ann Erickson Gault moved to **appoint Christopher Smith as a General Public member to the Oakland Community Health Network for a three-year term beginning April 1, 2025 through March 31, 2028.** Seconded by Linnie Taylor.

Discussion followed.

Motion Passed.

Vote Summary (13-0-0)
Yes: David Woodward, Penny Luebs, Kristen Nelson, Christine Long, Robert Hoffman, Philip Weipert, Gwen Markham, Angela Powell, Yolanda Smith Charles, Charles Cavell, Ann Erickson Gault, Linnie Taylor, Robert Smiley
No: None
Abstain: None

Attachments:

1. Smith - MHSRepresentativeApp
2. Smith - MHSRepresentativeRes

The Chair called a recess at 12:59 PM.

The meeting adjourned on Thursday, March 20, 2025, at 12:59 AM due to not reconvening for 36 hours.

16. Adjournment to April 10, 2025, or the Call of the Chair