The regular meeting of the Sanilac County Board of Commissioners was called to order by Chairman Jon Block at 1:00 p.m., on Tuesday, October 21, 2025 in the Board of Commissioners' Chambers at 60 W. Sanilac Avenue, Sandusky, Michigan. The prayer was given by Commissioner Sarkella and the pledge was led by Commissioner Moody. Roll call was taken. Members present: Jon Block, Roger Ballard, Gary Heberling, Bill Sarkella, Christine Lee, Evans Ehardt, John Moody. Quorum present. Administrator / Controller, Nathan Roskey also present.

Additions, Corrections and Deletions to the Agenda:
Amended: FA-161-25

Adoption of Agenda:

MOVED BY COMMISSIONER BALLARD AND SECONDED BY COMMISSIONER EHARDT THAT WE ADOPT THE AGENDA AS AMENDED. Motion carried.

Approval of Minutes:

MOVED BY COMMISSIONER EHARDT AND SECONDED BY COMMISSIONER MOODY THAT WE APPROVE THE MINUTES OF OCTOBER 7, 2025 AS PRINTED. Motion carried.

Correspondences, Petitions and Introductions:

1. Minutes from the Sanilac County Medical Care Facility meeting held on August 25, 2025.

2. Minutes from the Sanilac County Airport Zoning Board meeting held on October 14, 2025.

Commissioner Reports:

- Commissioner Ballard:
  - Lamotte Twp.
  - Argyle Twp.
  - City of Marlette
- Commissioner Heberling:
  - Watertown Twp.
  - City of Sandusky
- Commissioner Sarkella:
  - Village of Port Sanilac
  - Village of Applegate
  - Washington Twp.
  - Bridgehampton Twp.
  - Sanilac Twp.
- Commissioner Lee:
  - City of Brown City

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- Maple Valley Twp.
- Commissioner Block:
  - Delaware Twp.
- Commissioner Ehardt:
  - Village of Lexington
- Commissioner Moody:
  - Speaker Twp.
  - Worth Twp.
  - Fremont Twp.

Administrator's Report:

Nathan Roskey, County Administrator/Controller provided a report to the Board on meetings attended and continued work on pending projects for the last two weeks. Discussion followed.

Public Comments:

PRESENTATION:

Keegan Bengel, Equalization Director, presented the apportionment report to the Board.

INTERVIEWS:

The following interviews were conducted for one (1) position on the Veterans Affairs Committee:

~~Frederick H. Buchner~~
Thomas Ellenson

MOVED BY COMMISSIONER LEE AND SECONDED BY COMMISSIONER EHARDT TO PLACE FREDERICK H. BUCHNER AND THOMAS ELLENSON INTO NOMINATION FOR THE VETERANS AFFAIRS COMMITTEE.
Motion carried.

Appointment to Standing Committees:

Results of signed ballots:
Frederick H. Buchner – Ballard, Heberling, Block
Thomas Ellenson – Moody, Lee, Ehardt, Sarkella

CHAIRMAN BLOCK DECLARED THOMAS ELLENSON APPOINTED TO THE SANILAC COUNTY VETERANS AFFAIRS COMMITTEE FOR A FOUR (4) YEAR TERM, EXPIRING 11/1/2029.

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County Commissioner Appointments to Boards, Commissions and Committees:

None.

County Commission Chair Appointments:

None.

General Resolutions:

MOVED BY COMMISSIONER MOODY AND SECONDED BY COMMISSIONER LEE THAT THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY ADOPTS THE FOLLOWING:

2025 SANILAC COUNTY APPORTIONMENT REPORT RESOLUTION

WHEREAS, pursuant to the Michigan Constitution of 1963, Section 31, Article 9 and Michigan Compiled Laws (MCL) 211.34, 211.34(d) and/or 211.24(e), the various financial officers for the townships, cities, villages, school districts and authorities have certified that the tax rates comply; and

WHEREAS, the Sanilac County Board of Commissioners hereby certifies that the millages have been reduced, if necessary, and that the truth in taxation hearings have been held, if necessary.

NOW, THEREFORE, BE IT RESOLVED that the Sanilac County Board of Commissioners hereby authorizes the spread of the following attached tax requests. Collection and distribution shall be in accordance with the provisions of the General Property Tax Act 1893 PA 206. Local unit treasurers shall distribute the State Education Tax collections to the County Treasurer pursuant to MCL 211.42.

BE IT FURTHER RESOLVED that the County Equalization Director is authorized to amend, as necessary.

ROLL CALL: Yes: Moody, Lee, Block, Ehardt, Ballard, Sarkella, Heberling. No: None. Resolution Declared Adopted.

Committee Reports:

- Commissioner Moody: None.
- Commissioner Ehardt:
  - Human Development Commission
- Commissioner Block:
  - Personnel
- Commissioner Lee:

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- Council on Aging
- Child Abuse Prevention

- Commissioner Sarkella:
  - Landfill & Recycling Advisory Board
  - Board of Public Works
  - Transportation
- Commissioner Heberling:
  - Personnel
  - Parks & Recreation
  - Materials Management Board
- Commissioner Ballard:
  - Marlette Twp.
  - Community Mental Health

Unfinished Business:

None.

New Business:

FA-150-25 - MOVED BY COMMISSIONER SARKELLA AND SECONDED BY COMMISSIONER BALLARD THAT THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY APPROVES THE PAYMENT OF CURRENT CLAIMS IDENTIFIED ON THE ACCOUNTS PAYABLE REPORT DATED OCTOBER 14, 2025, FOR THE GENERAL BANK ACCOUNT IN THE AMOUNT OF $275,584.71.

Motion carried.

FA-151-25 - MOVED BY COMMISSIONER SARKELLA AND SECONDED BY COMMISSIONER LEE THAT THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY APPROVES THE FOLLOWING AMENDMENTS AND ESTABLISHES THE FOLLOWING ACCOUNTS:

2025 BUDGET AMENDMENTS

REVENUE:

Increase:	**101-000-699.287**	**Transfer In-CDBG**	**$2,831.36**
Increase:	**101-000-412.000**	**Delinq Real, Pers, Bldg Lease Ld**	**$54.55**
Increase:	**101-000-445.000**	**Interest & Penalty on Taxes**	**$201.52**
Increase:	**101-000-476.002**	**Bus License & Permits-Con&Lnd Use**	**$195.00**

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	101-000-		
Increase:	611.001	Atty Fee Reimb-Juvenile Court	$12.00
	101-000-		
Increase:	613.005	Other Fees-Crime Victims/Circuit Ct	$99.97
	101-000-		
Increase:	640.004	Register of Deeds-Treasurer Services	$730.00
	101-000-		
Increase:	640.005	Register of Deeds-Escrow	$2,600.00
	101-000-		
Increase:	667.002	Rent-Miscellaneous	$25.00
	101-000-		
Increase:	672.000	Miscellaneous Revenue	$40.00
	101-000-		
Increase:	672.008	Misc Revenue-Stale Dated Checks	$77.05
	101-000-		
Increase:	676.009	Reimbursements-Treasurer	$5.68
	101-000-		
Increase:	676.030	Reimbursements-Med Examiner	$15.00
	101-000-		
Increase:	676.048	Reimbursements-Extradition Fee	$869.17
	101-000-		
Increase:	628.021	Services Rendered-Inspections-Linea	$4,735.91
	101-000-		
Decrease:	626.215	Cost Allocation-FOC	$(16,971.00)
	101-000-		
Increase:	665.003	Interest-C/D's & Investment	$20,489.47
	101-000-		
Increase:	665.239	Interest-C/D's & Investment-ARPA	$14,360.78
	101-000-		
Increase:	400.001	Beginning Balance	$101,759.89
EXPENSE:			
	101-979-		
Increase:	995.001	Transfer Out-Misc	$(9,090.44)
	101-967-		
Increase:	995.215	Transfer Out-FOC	$(74,461.72)
	101-849-		
Decrease:	941.000	Contingency	$74,461.72
	101-970-		
Increase:	995.636	Transfer Out-Data Processing	$(118,305.00)
	101-297-		
Increase:	851.000	Postage	$(975.00)
	101-215-		
Decrease:	702.227	CEO-Certification	$975.00
	101-286-		
Increase:	702.002	Wages-FTE's-Supervisory	$(6,791.55)

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Increase:	**101-294-702.002**	**Wages-FTE's-Supervisory**	**$(6,791.55)**
Decrease:	**101-299-702.000**	**Wages-Full Time Employees**	**$13,583.10**
Increase:	**101-296-707.001**	**Temporary Wages**	**$(825.00)**
Decrease:	**101-296-702.000**	**Wages-Full Time Employees**	**$825.00**
Increase:	**101-442-801.050**	**Contractual-Eng. Services-Linea Energy**	**$(4,735.91)**
Increase:	**101-710-801.000**	**Contractual**	**$(0.19)**
Decrease:	**101-849-941.000**	**Contingency**	**$0.19**
Increase:	**101-172-702.002**	**Wages-FTE's-Supervisory**	**$(5,207.73)**
Increase:	**101-172-709.000**	**FICA**	**$(389.39)**
Increase:	**101-172-716.000**	**Deferred Contribution**	**$(364.54)**
Decrease:	**101-849-941.000**	**Contingency**	**$5,961.66**

FURTHER ESTABLISH THE FOLLOWING ACCOUNTS:

623-254-913.001	**Travel - Motel & Meals**
625-253-028.014	**Taxes Rec-Delqnt Personal-14**

Motion carried.

FA-152-25 - MOVED BY COMMISSIONER SARKELLA AND SECONDED BY COMMISSIONER LEE THAT THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY APPROVES THE PAYMENT OF ADDITIONAL GENERAL FUND BANK ACCOUNT CHECKS CHARGED TO SEPTEMBER, 2025, AS FOLLOWS:

ADDITIONAL GENERAL FUND BANK ACCOUNT CHARGES FOR SEPTEMBER 2025

$926,798.86	ACH PAYMENTS
$226,498.55	CHECKS
$1,153,297.41	TOTAL

Motion carried.

FA-153-25 - MOVED BY COMMISSIONER SARKELLA AND SECONDED BY COMMISSIONER MOODY THAT THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY ADOPTS THE FOLLOWING COURTHOUSE PAINTING POLICY:

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SANILAC COUNTY
BOARD OF COMMISSIONERS
POLICY STATEMENT

COURTHOUSE PAINTING POLICY	**DATE ADOPTED/AMENDED MOTION NUMBER:** FA-153-25 – 10/21/25	**EFFECTIVE:** 10/21/2025	**POLICY NO.** 703
		SUBJECT: Facility & Property Management	

Purpose: The purpose of this policy is to establish consistent standards and procedures for the painting of offices and workspaces within the Sanilac County Courthouse. This policy ensures that all painting preserves the professional appearance of the courthouse and protects the County's facilities.

Policy Details:

1. General Rules

- All painting of offices, hallways, and workspaces within the courthouse must be authorized by the County prior to work beginning.
- Unauthorized painting or alteration of County property is strictly prohibited.
- County maintenance staff or approved contractors will perform all painting. Employees may not complete painting themselves unless explicitly authorized.
- Neutral color schemes (e.g., shades of white, beige, light gray, or other soft neutrals) shall be the default palette for all offices and work areas.
- Bright, bold, or highly personalized colors (e.g., neon shades, murals, or dark/high-saturation tones) are not permitted unless approved by the County Board of Commissioners through recommendation of the Building and Grounds Committee.

2. Request and Approval Process

- Any department seeking to have an office painted must submit a painting request to the County Administrator's Office.

The request must include:

- Office/area to be painted

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- Justification for painting (e.g., wear/tear, stains, renovation, reorganization, professional appearance)
- Requested color(s)
- Timeline considerations, if any

The request will be reviewed by the Building and Grounds Committee, which will:

- Evaluate the justification and necessity of painting
- Consider cost, scheduling, and workload

The Committee will make a decision on approval or denial of the request.

No painting may begin until formal approval is granted.

3. Criteria for Painting Approval

The Building and Grounds Committee will consider painting requests based on:

- Condition: Significant scuffs, peeling, water damage, or general deterioration and appearance issues.
- Renovation/Repurpose: Space being remodeled or reassigned for a different department use.
- Consistency: Alignment with courthouse-wide design and color standards.
- Cost and Budget: Availability of funds in the Building and Grounds Budget.
- Timing: Ability to complete the work with minimal disruption to courthouse operations.

4. Responsibility

- The County Administrator will coordinate requests and maintain records of approved paint colors and projects.
- The Building and Grounds Supervisor will perform or oversee the actual painting work.

Motion carried.

FA-154-25 - MOVED BY COMMISSIONER SARKELLA AND SECONDED BY COMMISSIONER EHARDT THAT THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY ADOPTS THE AMENDMENTS TO THE FOLLOWING WORKPLACE VIOLENCE PREVENTION POLICY AND THE ATTACHED INCIDENT COMPLAINT FORM, AS FOLLOWS:

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WORKPLACE VIOLENCE PREVENTION	**SANILAC COUNTY BOARD OF COMMISSIONERS POLICY STATEMENT** FA-154-25 10/21/2025	10/21/2025	**POLICY NO.** 1061
		SUBJECT: Personnel	

Purpose: This policy establishes general guidelines for Sanilac County to maintain a safe work environment.

Scope: This policy applies to all current and future county employees.

Policy Details: Sanilac County is committed to preventing workplace violence and to maintaining a safe work environment. Given the increasing violence in society in general, Sanilac County has adopted the following guidelines to deal with intimidation, harassment, or other threats of (or actual) violence that may occur during business hours or on its premises.

All employees, including supervisors and temporary employees, should be treated with courtesy and respect at all times. Employees are expected to refrain from fighting, "horseplay," or other conduct that may be dangerous to others.

Conduct that threatens, intimidates, or coerces another employee, a customer, or a member of the public at any time, including off-duty periods, will not be tolerated. This prohibition includes all acts of harassment, including harassment that is based on an individual's sex, race, age, or any characteristic protected by federal, state, or local law.

All threats of (or actual) violence, both direct and indirect, should be reported as soon as possible to your immediate supervisor or any other member of management. This includes threats by employees, as well as threats by customers, vendors, solicitors, or other members of the public. When reporting a threat of violence, you should be as specific and detailed as possible.

All suspicious individuals or activities should also be reported as soon as possible to a supervisor. Do not place yourself in peril. If you see or hear a commotion or disturbance near your work station, do not try to intercede or see what is happening.

Sanilac County has adopted a policy Prohibiting Discriminatory Harassment which includes a complaint procedure and incident complaint form. That form can be used to report any serious complaint that occurs within the workplace.

Sanilac County will promptly and thoroughly investigate all reports of threats of (or actual) violence and of suspicious individuals or activities. The identity of the individual making a report will be protected as much as is practical.

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Anyone determined to be responsible for threats of (or actual) violence or other conduct that is in violation of these guidelines will be subject to prompt disciplinary action up to and including termination of employment.

Sanilac County encourages employees to bring their disputes or differences with other employees to the attention of their supervisors or the Personnel Department before the situation escalates into potential violence. Sanilac County is eager to assist in the resolution of employee disputes, and will not discipline employees for raising such concerns.

Discussion followed. Motion carried.

FA-155-25 - MOVED BY COMMISSIONER SARKELLA AND SECONDED BY COMMISSIONER HEBERLING THAT THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY APPROVES THE 2026 AGREEMENT FOR EXTENSION SERVICES, BY AND BETWEEN SANILAC COUNTY AND THE BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY, EFFECTIVE JANUARY 1, 2026 TO DECEMBER 31, 2026, AT A COST NOT TO EXCEED $75,671.00, AND FURTHER, AUTHORIZES THE BOARD CHAIRMAN TO SIGN.
Motion carried.

FA-156-25 - MOVED BY COMMISSIONER SARKELLA AND SECONDED BY COMMISSIONER MOODY THAT THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY APPROVES THE NON-EXPIRING AGREEMENTS FOR CONTRACTUAL LAW ENFORCEMENT SERVICES BETWEEN THE TOWNSHIP OF SPEAKER AND THE TOWNSHIP OF ELMER AND THE SANILAC COUNTY SHERIFF'S OFFICE AND FURTHER AUTHORIZES THE BOARD CHAIRMAN SIGN THE NECESSARY AGREEMENTS.
Motion carried.

FA-157-25 - MOVED BY COMMISSIONER SARKELLA AND SECONDED BY COMMISSIONER LEE THAT THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY AUTHORIZES SENDING LT. RONALD EDINGTON AND LT. MICHEAL MOORE TO THE MICHIGAN STATE UNIVERSITY SCHOOL OF STAFF AND COMMAND BEGINNING AT THE END OF JANUARY, 2026, AT A TOTAL COST NOT TO EXCEED $8,600.00, WITH 75% REIMBURSED FUNDING FROM THE MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY (MMRMA) GRANT AND 25% REIMBURSED FUNDING FROM THE MCOLES CONTINUING PROFESSIONAL EDUCATION (CPE) GRANT FUNDS.
Motion carried.

FA-158-25 - MOVED BY COMMISSIONER SARKELLA AND SECONDED BY COMMISSIONER LEE THAT THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY AUTHORIZES A SUBSCRIPTION RENEWAL WITH LEXIPOL, FOR POLICY MANAGEMENT AND TRAINING SERVICES FOR THE SANILAC COUNTY SHERIFF'S OFFICE LAW ENFORCEMENT AND CORRECTIONS DIVISIONS, AT A COST NOT TO EXCEED $24,610.57 FOR FY2025, WITH FUNDING AS OUTLINED. FURTHER AUTHORIZES THE AGREEMENT TO INCLUDE THE

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OPTION FOR ONE (1) ADDITIONAL ONE-YEAR RENEWAL BASED ON AVAILABLE FUNDS AND FUTURE BUDGET APPROVAL, WITHOUT FURTHER BOARD ACTION.
Motion carried.

FA-159-25 - MOVED BY COMMISSIONER SARKELLA AND SECONDED BY COMMISSIONER LEE THAT THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY AUTHORIZES THE BROWNFIELD REDEVELOPMENT AUTHORITY TO PROCEED WITH A COUNTYWIDE HOUSING STUDY AT A COST NOT TO EXCEED $16,000.00, WITH FUNDING FROM THE LOCAL BROWNFIELD REVOLVING FUND (LBRF). FURTHER, USE OF FUNDING IS DEPENDENT ON GRANT BEING AWARDED ON THE AMOUNT OF $50,000 FROM THE OFFICE OF RURAL PROSPERITY, TOTAL PROJECT IS ESTIMATED TO BE $68,400.
Motion carried.

FA-160-25 - MOVED BY COMMISSIONER SARKELLA AND SECONDED BY COMMISSIONER EHARDT THAT THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY AUTHORIZES THE BROWNFIELD REDEVELOPMENT AUTHORITY TO PROCEED WITH A LOAN OF $70,000.00 FOR THE PORT SANILAC WELLNESS & LOFTS PROJECT, WITH FUNDING FROM THE LOCAL BROWNFIELD REVOLVING FUND.
Motion carried.

FA-161-25 - MOVED BY COMMISSIONER SARKELLA AND SECONDED BY COMMISSIONER LEE THAT ~~THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY AUTHORIZES PAYMENT TO ERG ENVIRONMENTAL SERVICES IN THE AMOUNT OF $6,070.35 FOR PESTICIDES COLLECTED AND $16,465.45 FOR VARIOUS OTHER HAZARDOUS WASTE, FOR A TOTAL COST NOT TO EXCEED $22,535.80, WITH FUNDING FROM THE RECYCLING CENTER BUDGET.~~ THE SANILAC COUNTY BOARD OF COMMISSIONERS HEREBY AUTHORIZES PAYMENT TO ERG ENVIRONMENTAL SERVICES IN AN AMOUNT NOT TO EXCEED $16,465.45 FOR VARIOUS HAZARDOUS WASTE, WITH FUNDING FROM THE RECYCLING CENTER BUDGET.
Discussion followed. Motion carried.

Public Comments:

Commissioner Heberling informed the Board that Transportation Board Member, Rick Hazard, suffered a heart attack, but is in recovery.

Closed Session:

None.

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Adjournment:

MOVED BY COMMISSIONER LEE AND SECONDED BY COMMISSIONER SARKELLA THAT WE ADJOURN AT 1:54 P.M. Motion carried.

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Leslie Hilgendorf, County Clerk Jon Block, Chairman

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