

**Minutes**  
**Isabella County Board of Commissioners**  
**REGULAR BOARD**  
**HYBRID MEETING (IN-PERSON/ELECTRONIC)**  
**Isabella County Commission on Aging Building**  
**2200 S. Lincoln Rd, Mt. Pleasant, MI 48858**  
**November 18th, 2025**  
**5:00 p.m.**

**Call To Order** by Chairman Engler in conference room A/B of the Commission on Aging, 2200 South Lincoln Rd., Mt. Pleasant, MI 48858. Hybrid/Meeting (in-person/Electronic).

Pledge of Allegiance to the flag of the United States of America was led by Chairman Engler.

**Roll Call:**

**Commissioners Present:** Tobin Hope, James Moreno, Frank Engler, Steve Swaney, Jerry Jaloszynski, Bob Campbell and Steve Weber.

**Absent:** None

**Also present:** County Administrator/Controller Brian Smith and Isabella County Clerk, Minde B. Lux.

**Approval of Agenda:**

It was moved by Commissioner Jaloszynski and seconded by Commissioner Swaney to approve the agenda as submitted. Motion carried.

**General Public Comments (for agenda items only):** None

**Presentations and Special Reports:** None

**Appointments to Boards and Commissions:**

- A. It was moved by Commissioner Moreno and seconded by Commissioner Weber to appoint Dr. Petra Rahaman M.D. as the Deputy Medical Examiner for the County of Isabella, effective immediately. Motion carried.
- B. It was moved by Commissioner Jaloszynski and seconded by Commissioner Moreno to nominate Anna Winters for one opening on the Opioid Advisory Committee, At- Large, representing a provider of opioid substance use disorder recovery support services for an initial term ending December 31, 2028, or until a successor is appointed. Chairman Engler called for nominations three times. It was moved by Commissioner Hope and seconded by Commissioner Jaloszynski to close nominations and cast a unanimous ballot for Anna Winters. Motion carried.

- C. It was moved by Commissioner Jaloszynski and seconded by Commissioner Swaney to nominate Jeremy Bennett for one opening on the Opioid Advisory Committee, At- Large, with living or lived experience with opioid substance use disorder for an initial term ending December 31, 2026, or until a successor is appointed. Chairman Engler called for nominations three times. It was moved by Commissioner Hope and seconded by Commissioner Moreno to close nominations and cast a unanimous ballot for Jeremy Bennett. Motion carried.
- D. It was moved by Commissioner Jaloszynski and seconded by Commissioner Moreno to nominate Rose Jackson for one opening on the Opioid Advisory Committee, At-Large, with living or lived experience with opioid substance use disorder for an initial term ending December 31, 2028, or until a successor is appointed. Chairman Engler called for nominations three times. It was moved by Commissioner Hope and seconded by Commissioner Weber to close nominations and cast a unanimous ballot for Rose Jackson. Motion carried.
- E. It was moved by Commissioner Jaloszynski and seconded by Commissioner Moreno to nominate Amy Campbell for one opening on the Opioid Advisory Committee, At-Large, serving Isabella County residents as a Licensed Professional Counselor (LPC) and or/Certified Advanced Alcohol and Drug Counselor (CAADC) for an initial term ending December 31, 2028, or until a successor is appointed. It was moved by Commissioner Hope and seconded by Commissioner Weber to close nominations and cast a unanimous ballot for Amy Campbell. Motion carried.

#### **Consent Agenda:**

It was moved by Commissioner Swaney and seconded by Commissioner Jaloszynski to approve and place on file the November 4, 2025 Regular Meeting Minutes; and the November 12, 2025 Finance Committee/Committee of the Whole Minutes. Motion carried.

#### **Committee Reports:**

##### **Finance Committee/Committee of the Whole:**

1. It was moved by Commissioner Weber and seconded by Commissioner Hope to ratify and place on file the to ratify and place on file the October 31, 2025 Invoice List in the amount of \$434,138.06; the November 7, 2025 Invoice List in the amount of \$453,384.44, and the Adjustments List dated October 30, 2025. Administrator/Controller Brian Smith reviewed each invoice. Motion carried with Yeas: Commissioners Hope, Moreno, Engler, Swaney, Jaloszynski, Campbell and Weber. Nays: None.
2. It was moved by Commissioner Hope and seconded by Commissioner Jaloszynski to approve the FY26 Swift and Sure Sanctions Probation Program Grant Contract, in the amount of \$83,277, and authorize the Court Administrator to utilize DocuSign to sign the same. Motion carried with Yeas: Commissioners Hope, Moreno, Engler, Swaney, Jaloszynski, Campbell and Weber. Nays: None.
3. It was moved by Commissioner Campbell and seconded by Commissioner Moreno to approve the FY26 Adult DWI/Drug Court Grant Contract, in the amount of \$122,880, and authorize the Court Administrator to utilize DocuSign to sign the same. Motion carried with Yeas: Commissioners Hope, Moreno, Engler, Swaney, Jaloszynski, Campbell and Weber. Nays: None

4. It was moved by Commissioner Moreno and seconded by Commissioner Weber to approve the FY26 Juvenile Drug Court Grant Contract, in the amount of \$104,448, and authorize the Court Administrator to utilize DocuSign to sign the same. Motion carried with Yeas: Commissioners Hope, Moreno, Engler, Swaney, Jaloszynski, Campbell and Weber. Nays: None
5. It was moved by Commissioner Jaloszynski and seconded by Commissioner Hope to approve the Remer Plumbing Quote to replace three (3) boilers at the Commission on Aging, at a cost of \$23,908 per boiler, and approve Budget Amendment 2026-04BOC, and authorize the Board Chairperson to sign the same. This request came in as an emergency, so it did have to go out for bids according to the purchasing policy. Motion carried with Yeas: Commissioners Hope, Moreno, Engler, Swaney, Campbell, Jaloszynski and Weber. Nays: None
6. It was moved by Commissioner Swaney and seconded by Commissioner Jaloszynski to approve the Electronic Recording Application for Direct Submission ERecording's, as presented. Motion carried with Yeas: Commissioners Hope, Moreno, Engler, Swaney, Campbell, Jaloszynski and Weber. Nays: None.
7. It was moved by Commissioner Weber and seconded by Commissioner Swaney to approve the Proposal from US Archives, INC for records storage proposal for a length of 1 year, in the amount of \$13,262.80, and authorize the Elected Official to sign the same. Motion carried with Yeas: Commissioners Hope, Moreno, Jaloszynski, Engler, Swaney. Nays: Campbell and Weber.
8. It was moved by Commissioner Hope and seconded by Commissioner Moreno to approve the Proposal and Agreement from SecurAlarm for panic buttons at a cost of \$5,296.71 for installation and \$45.00 a month for service and approve the attached Budget Amendment 2026-03BOC, and authorize the Board Chairperson to sign the same. Motion carried with Yeas: Commissioners Hope, Moreno, Engler, Swaney, Campbell, Jaloszynski and Weber. Nays: None
9. It was moved by Commissioner Campbell and seconded by Commissioner Moreno to approve Change Order #01 in the amount of \$7,320 to the contract with Isabella Corporation for a total contract amount not to exceed \$400,320 for renovations to the campground bathhouse at Herrick Recreation Area, and authorize the Board Chairperson to sign the same. Motion carried with Yeas: Commissioners Hope, Moreno, Engler, Swaney, Campbell, Jaloszynski and Weber. Nays: None
10. It was moved by Commissioner Moreno and seconded by Commissioner Jaloszynski to approve the Delinquent Water Billings Roll, as submitted by the Board of Public Works, for properties within Lake Isabella Forest No. 2 Subdivision. Approval constitutes a lien on the property as provided by Ordinance No. 1 of 1975, as amended. Motion carried with Yeas: Commissioners Hope, Moreno, Engler, Swaney, Campbell, Jaloszynski and Weber. Nays: None
11. It was moved by Commissioner Jaloszynski and seconded by Commissioner Swaney to approve the Letter of Agreement between Isabella County Dispatchers (POAM) and Isabella County to allow Dispatchers to voluntarily donate accumulated sick time to one another as circumstances arise, subject to mutual agreement and consistent with County policies and

procedures. Motion carried with Yeas: Commissioners Hope, Moreno, Engler, Swaney, Campbell, Jaloszynski and Weber. Nays: None

12. It was moved by Commissioner Swaney and seconded by Commissioner Weber to approve the Elimination of the Human Resources Specialist position and Creation of the new position of Human Resources Manager at the pay grade(s) of 11/9. Motion carried with Yeas: Commissioners Hope, Moreno, Engler, Swaney, Campbell, Jaloszynski and Weber. Nays: None

**Intergovernmental Affairs:** None

**Administrator/Controller:** Tribal 2% Distribution is coming up.

**Unfinished Business:** None

**New Business:** None

**General Public Comments:**

Ralph Lang stated that he represents the Special Olympics and he hopes to coordinate different events in Isabella County.

Minde B. Lux spoke against the commissioners spending the \$13,262.80 on the storage of the Register of Deeds records with U.S. Archives.

**Announcements:**

Commissioner Hope stated that he and Administrator/Controller Brian Smith attended the Great Lakes Bay conference. He stated that the transition is going very well and the funding is a little off due to the government shut-down.

Commissioner Swaney reminded everyone that the Council of Government will be meeting Thursday, November 19<sup>th</sup>, 2025 at the Medical Care Facility.

Commissioner Jaloszynski stated that he missed the last meeting but watched the meeting and wanted to acknowledge that he heard an Elected Official requesting additional staffing due to the office not being able to provide mandated services in a timely manner. He stated that these issues need to be reviewed.

**Adjournment:**

It was moved by Commissioner Hope and supported by Commissioner Moreno to adjourn the meeting at 5:54 p.m. Motion carried.

APPROVED