



Community
MENTAL HEALTH
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FINANCE COMMITTEE

Meeting Minutes

Wednesday, July 9th, 2025

5:30 p.m.

812 E. Jolly Rd, G11-C

Lansing, MI 48910

Join Zoom Meeting

<https://zoom.us/j/98547470124>

Meeting ID: 985 4747 0124

Committee Members Present:

Tim Hanna

Jeanne Pearl-Wright

Paula Yensen

Dwight Washington

Committee Members Excused:

Ryan Sebolt

Raul Gonzales

Staff Present

Darby Vermeulen, Sue Panetta, John Peiffer, Drew Kersjes, Shana Badgley, KC Brown

Other Board Members Present:

None

Public Present:

None

Others Present

None

Call to Order:

The meeting was called to order by Chairperson Tim Hanna at 5:31 p.m. Tim noted there isn't a quorum for tonight's meeting at this time.

Dwight Washington entered the meeting at 5:34 pm, completing the quorum.

Previous Meeting Minutes:

MOVED by Paula Yensen and SUPPORTED by Jeanne Pearl-Wright to approve the Finance Committee meeting minutes of May 14th, 2025.

MOTION CARRIED unanimously.

Adoption of Agenda:

MOVED by Paula Yensen and SUPPORTED by Dwight Washington to adopt the agenda of July 9th, 2025.

MOTION CARRIED unanimously.

Public Comment on Agenda Items:

None

BUSINESS ITEMS:

Expense Renewal Contract: Productive Corporation Expense Renewal Contract:
Productive Corporation – Arcserve Maintenance

There was little discussion on this standard renewal.

ACTION:

MOVED by Paula Yensen and SUPPORTED by Jeanne Pearl-Wright that the Finance

Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a contract with Productive Corporation for \$27,280.83 and cover Arcserve maintenance from August 1, 2025 through July 31, 2026.

MOTION CARRIED unanimously.

Expense Contract to Purchase Building and Property at 5913 Executive Drive

John Peiffer presented a spreadsheet to the members of the committee regarding costs for a 10-year plan to upgrade the building. He noted that with some minor maintenance, the parking lot has 3-5 years left in its lifespan. This would have to be done in portions to maintain parking spaces for employees.

There was some equipment that was abandoned in the building that will need to be cleaned up. John is hoping to have the entire lighting system upgraded to LED. Both generators are in excellent condition and only have 500 hours of runtime. This exceeds our current needs.

John is still waiting for a written report from John E. Green on the mechanical items in the building. Heat pumps, cooling towers, and HVAC were all inspected. Anderson Heating and Cooling installed much of this equipment and were able to provide reports on the age of the equipment and recommendations for replacement.

Otis Elevator came through and recommended replacing some circuit boards. Fire alarms and fire suppression systems were inspected by DeLau; these items looked good and no recommendations were made at this time.

There are two towers to the building, one roof needs to be replaced in 2-5 years, and the other will need replacement in 10-12 years.

Tri-Terra is completing a soil analysis to get more information regarding what is under the building. This test will be completed in the next few weeks. We have contingencies built into the purchase agreement, and John is recommending moving forward with the purchase.

Discussion ensued about furniture needs for the building.

ACTION:

MOVED by Paula Yensen and **SUPPORTED** by Dwight Washington that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to purchase 5913 Executive Drive Lansing, Michigan 48911, in the amount of \$3,400,000.00 from LAG (LaFontaine Auto Group) Executive Drive, LLC, a Michigan limited liability company of 4000 West Highland Road Highland, Michigan 48357 and complete the purchase within the next 60 to 90 days.

MOTION CARRIED unanimously.

Expense Contract to Purchase Wieland Group Home

John Peiffer said this home would probably appraise in the \$280-300k range. CEI put together an agreement with the Schaefer family several years ago where CEI could lease the home as long as their son could reside in the home with CEI having first right of refusal if it went for sale. We have decided to purchase the home.

ACTION:

MOVED by Dwight Washington and **SUPPORTED** by Paula Yensen that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to purchase Wieland Group Home with an address of 1520 Wieland Lansing, Michigan 48906, from Sko (Roseanne) Damitter Schaefer, whose address is 905 Glenwood Terrace Anniston, Alabama 36207, individually and as Executor of the Estate of Frederick Schaefer (as Seller) for the purchase price of \$50,000.00 and complete the closing within the next 90 days.

MOTION CARRIED unanimously.

Revenue Lease Contract Renewal: 838 Louisa St. Suite A Lansing, Michigan

John Peiffer said we pay tax on this portion of the building that we lease, but that cost is wrapped into the lease cost to OPEIU – Local 459. This would be one of the buildings we could sell as we will have plenty of space at Executive Drive.

ACTION:

MOVED by Paula Yensen and **SUPPORTED** by Jeanne Pearl-Wright that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to renew the

revenue lease contract of property at 838 Louisa Street Lansing, Michigan in Ingham County to the Office and Professional Employees International Union OPEIU – Local 459 whose current address is 838 Louisa Street Suite A Lansing, Michigan for the period of August 1, 2025 through July 31, 2028 and receive a total sum over the three year period of \$84,834.77 at monthly installments as noted above to be received on or before the first of each month.

MOTION CARRIED unanimously.

4535 Bittersweet: Remove and Replace Asphalt Driveway
John Peiffer said this driveway needs help!

ACTION:

MOVED by Paula Yensen and **SUPPORTED** by Jeanne Pearl-Wright that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into an expense contract with TomCo Asphalt, Inc. 3694 W. Columbia Rd Mason, MI 48854 for this asphalt project in the amount of \$32,968.00 to replace the driveway at Bittersweet Group Home at 4535 Bittersweet Lansing, MI 48917.

MOTION CARRIED unanimously.

Expense Contract: HVAC Enhancements to Server Room 812 Jolly Road
John Peiffer presented this contract for the HVAC system at Jolly Road.

ACTION:

MOVED by Paula Yensen and **SUPPORTED** by Jeanne Pearl-Wright that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into an expense contract with Andersen Service at 201 Hosmer Street Lansing, Michigan 48912 off the State of Michigan MIDeal Program for this HVAC project in the amount of \$139,800.00 to enhance the existing HVAC System in the 812 Jolly Road server room.

MOTION CARRIED unanimously.

Revenue Contract Renewal: City of Lansing

KC Brown said the City of Lansing has been supporting our costs in the Recovery Center and Crisis Services for many years.

ACTION:

MOVED by Paula Yensen and SUPPORTED by Dwight Washington that the Finance Committee of the CMHA-CEI Board of Directors authorize CMHA-CEI to enter into a contract renewal with The City of Lansing Human Relations and Community Services Department for the retroactive period of July 1, 2025 through June 30, 2026 and receive \$40,000 in funding for those services.

MOTION CARRIED unanimously.

Unfinished Business

None

New Business

None

Public Comment:

None

The meeting was adjourned at 6:01 pm. The next regularly scheduled Finance Committee meeting is Wednesday, August 13th, 2025 at 5:30pm, 812 E. Jolly Rd, conference room G11-C.

Minutes Submitted by:

Darby Vermeulen

Finance Administrative Assistant