

*“Menominee – Where the best of Michigan Begins”*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858*

*Jason Carviou–County Administrator  
Sherry DuPont – Administrative Assistant  
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### **MENOMINEE COUNTY FINANCE COMMITTEE**

~A QUORUM OF THE BOARD MAYBE PRESENT~

**DATE:** June 13, 2018 – (Wednesday)  
**TIME:** 8:30 AM  
**PLACE:** Menominee County Administration Office  
Menominee, MI 906-863-7779

**\*\*\*\*\*AGENDA\*\*\*\*\***

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Previous Minutes – **5.2.18**
6. Public Comment (limited to 5 minutes on agenda items only)
7. Department Head/Elected official comment (limited to 10 min.)
8. Business
  - a. 2017/18 Current budget balances as of 5.31.18
  - b. 2018/19 County Budget Discussion
9. Public Comment (limited to 5 minutes)
10. Commissioner Comment (limited to 5 minutes)
11. Adjournment

*Charlie Meintz      Gerald Piche – Chairperson      William Cech – Vice Chairperson      Bernie Lang*

*Larry Phelps      Steven Gromala      Larry Schei      Jan Hafeman      John Nelson*

Menominee County Finance Committee  
Minutes of Meeting  
5/2/2018

\*\*\*\*\***DRAFT**\*\*\*\*\*

The Finance Committee met on May 2, 2018 at 8:30 PM at the Menominee County Annex, Stephenson

Others present at the meeting were Sherry DuPont, Gerald Piche, Bob Desjarlais, Diane Lesperance

**Call Meeting to order:** Com. Hafeman called the meeting to order at 8:30 P.M.

**Pledge of allegiance:** was recited by all.

**Roll Call:** Finance Commissioners present (Hafeman, Gromala, Nelson) Com. Meintz is excused.

**Approval of Agenda** motion by Com. Gromala and supported by Com. Hafeman to approve the agenda as written. Motion approved 3/0.

**Previous Meeting minutes:** Motion by Com. Gromala and supported by Com. Nelson to approve previous minutes from 9.21.17 & 2.1.18.

**Public Comment:** Bob Desjarlais: Re item "A" if anyone has questions.

**Department Head/Elected Official Reports:** Diane Lesperance: The tax sale this year has 11 parcels to sell. She's busy working on this.

**Business Items**

- a. **Parks Committee request** – one additional employee: DuPont: We received a request from the Parks committee, which I was a little uncertain on what they were asking for. I spoke to Jim Q. and his response was to add another person. Currently we have five parks workers (PT) in the budget PLUS Karen and Jim. Minutes said they are asking for five part timers plus Karen and the letter we received said they're asking to hire three PT employees. We are hiring three of the part time people from last year back. That leaves two more (as budgeted) to hire. They're asking for one more person to be a go-between doing work for the office and within the parks. There was a misunderstanding with Bob D. on how many people are needed. Bob D. – hiring another person will not increase our budget...it's what we have in the budget (\$) now. Hafeman: I don't see a concern with this as long as we're not going over the salary budget of \$51,480. Gromala: **I'll move to allow one more person**, though one concern I have is that it goes on the books for this year and not for the next budget year. Hafeman: As long as we stay within the budget, I don't see it as a problem. Bob D. – We're going to make some budget amendments to get things were they should be. Nelson: **I'll second the motion**. Budgets are supposed to be close to actuals. Bob D.: Parks committee has never put the budget together. Admin has been doing that. We've been looking at the budget more in depth and see that we can come in closer to actuals. Approved to send to the CB - 3/0
  
- b. **Road Patrol budget projections:** ~ Hafeman: We have a considerable increase in salaries. \$25,000. In MERS as well; \$1500. MERS unfunded has increased by \$5,000. Nelson: That cost will continue to increase rapidly in the next five years. Millage has to support everything we do. Discussion of MERS funding continues. Hafeman: budgeting will be behind because of the new numbering system per the State.
  
- c. **Extension Secretary** – Increase spring/summer hours: DuPont: During the spring/summer months, the extension secretary is extremely busy with building code permits; which is taking her away from doing any work for Emergency Services or MSU E. They're asking for an extra hour per day to increase her time to

be able to get more things done in a day. Dan Menacher: Please give us the extra hours. I also would like to increase the fee schedule. These fees were adopted in 2012. Menominee County has the lowest fees in the UP. I'd like to increase it about 10-15% which would be about \$4-5,000 per year. We are running a fund balance, as we were not about 10 years ago. Nelson: I make a motion that we move this to the full board with the increase (of 1 hr./day, 30 hrs/wk) for six months. Motion seconded by Com. Gromala. 3/0 DuPont: this will not interfere with the health ins. 30 day look back period. Right now she's at an average of 83 hours/month, so she's nowhere near the max of 130/mo.

d. **2017/18 Budget balances as of 3.31.18** – Hafeman: The one that was most off was Road Patrol. DuPont: Charge back for taxes we're at 715%. Diane Lesperance: We never usually have charge backs, but because of the tax tribunal in the City, we've had a LOT of them this year. Jason Carviou: City of Escanaba has sent us a letter asking us for support with the "dark stores". They are looking for a financial commitment. We could be seeing a lot more of these chargebacks if more stores are included within this litigation. Diane Lesperance: We've already had a payout at CVS a few years back due to the "dark store" issues/litigation. FOIA asking for information on past tax sales. Hafeman: This could easily spread to small stores...this could get very expensive. Another thing we are way over budget on is jury fees. We did have a sizeable trial in our county, that's why it's up in costs. No way of knowing. Road Patrol has not gotten all of their income at this point. DuPont: Normally the accounts with revenues coming from the state are always receipted in at the end of the year. So we have to wait on those. Another account that is up is the Sheriff Dept. general overtime, is the account that we missed (didn't add any money in at the beginning of the budget). They're \$60,000 already in overtime. Nelson: Again we're going back into savings. If we go over in the general fund (which we will be over in that account), we haven't any prudent justice in spending, so where's the money coming from. DuPont: it'll be coming from your general fund. Nelson: We do a lot of things that are smarter than some people (no loans). MERS will eat the full budget in years to come. Hafeman: No action on this, just to know the people need to be paying attention to their accounts.

e. **Equalization Director Retirement Costs**: - Hafeman: Peggy asked me to put this on the agenda for discussion. We do have compensation that she will get when she retires in June. We just wanted to look at where we were at with her retirement. According to our personnel manual, she is entitled to it? DuPont: yes. We should talk about the budget part of it though. The payout has not been put into her budget. This is just a rough estimate for her payout, she may use some of this time. We will need to do a budget amendment later when we see what the final numbers are. Nelson: we probably won't get the position filled right away, so we may have a gap in the office. We may have the \$ there to cover this later. We'll wait until later in the budget year to see what happens.

Budget process with the changes per the state for accounting numbers. Is delaying the budget process. We thought we could wait, but it's looking like

**Public Comment:** Diane Lesperance: I find it very upsetting with the state that they said they would do a training for the new budget numbers. They're charging us \$120 per person to train on the chart of accounts changes. Bill Cech: I think you are doing a very conscience job.

**Commissioner Comment:** Nelson: BS&A we spent all this money on the system and the point was to get accurate reporting during the budget year. We should never have to wait four months after the end of the year to get final numbers. I think in the future, if people don't do BS&A by department, we don't get accurate reporting information. The system was supposed to lessen the work, but it really hasn't yet because people don't cooperate. Because there are no consequences for not doing something. We could have avoided the \$28,000 with Bay Comm because no one did the grant. Gromala: Unfunded mandates. I find it very insulting that the state does this. Departments should not be going through their budget and adding 2% across the board. That's not accurate. We need them to justify their line items. Hafeman: I am concerned about our being beyond our budgets in certain areas. We have to live by the Headlee amendment, but the state throws things at us we're not prepared for. They should put out the money.

**Adjournment:** Moved by Com. Nelson, supported by Com. Gromala to adjourn the meeting at 9:27 AM. Motion approved 3/0.