

"Menominee – Where the best of Michigan begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, Michigan 49858*

*Brian R. Bousley - County Administrator
Sherry DuPont - Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
Fax: (906) 863-8839*

MENOMINEE COUNTY FINANCE COMMITTEE

~A QUORUM OF THE BOARD MAYBE PRESENT~

DATE: Monday ~ June 27, 2016
TIME: 9:00 AM
PLACE: Menominee County Library –Stephenson, MI

*****AGENDA*****

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Previous Minutes ~ 6.20.16
6. Public Comment (*limited to 5 minutes on agenda items only*)
7. Department Head/Elected Official Reports (*limited to 10 min.*)
8. Business
 - a. 2015/16 Budget Amendments #5 (items 38-44)
 - b. 2016/17 Budget Discussion
9. Public Comment
10. Commissioner Comment
11. Adjournment

*Bernie Lang Charlie Meintz - Chairperson Larry Schei - Vice Chairperson James Furlong
Raymond Williams John Nelson William Cech Gerald Piche Jan Hafeman*

Menominee County Finance Committee
Minutes of Meeting
June 20, 2016

*****DRAFT*****

The Finance Committee met on June 20, 2016 at 8:30 AM at the Menominee County Annex – MSU Extension Bldg.

Present at the meeting were Coms. Schei, Hafeman and Nelson

Others present: Brian Bousley, Sherry DuPont, Mike Holmes, Charlene Peterson

Call Meeting to order: Chairperson Nelson called the meeting to order at 8:30 AM.

Pledge of Allegiance: The Pledge of Allegiance was recited

Roll Call: Roll call was taken; Commissioner Cech was absent – excused.

Agenda: was approved by Com. Hafeman and supported by Com. Schei as written. Motion approved 3/0.

Previous Meeting minutes: Minutes from 6.2.16 were approved by Com. Hafeman and supported by Com. Schei. Motion approved 3/0.

Public Comment: None

Department Head/Elected Official Reports: *(limited to 10 min.)* None – Question. Should we let Mike Holmes talk when his department info. comes up in the budget discussion? All agree to allow.

Business:

- a. **2016/17 Budget Discussion:** - **Nelson:** didn't get a chance to review a whole lot of the budget. It's hard to compare on the iPad. What's our projected surplus for this year? **Bousley:** \$20,000 MERS went up, of course. **Schei:** At the public health meeting when we reviewed the MERS report, we talked about the fact that with the new way of looking at this with GASB 68, their going to actually have to pay more for Administration because their fund balance was reduced by about \$4,000, so we would actually be paying more for Administration too if our fund balance was reduced. Does that apply to us? **Bousley:** If it applies to Public Health, it applies to us. I do have the actuarial report that I can send out. **Nelson:** We're supposed to have about \$21 mil. in there, if we were to draw interest at 7.5 which they project, we wouldn't have this deficit every year. When you fall short, you don't get the projected interest. We don't have as much in the account as we should, and the projections for how much we owe and what we need to fully fund the retirement is based on them. So your deficit of true cash value VS what you should have in, is what drives the deficit. That's where you get behind. How many additional positions do we have requested in this year? **Bousley:** The only one we have is the Cook in the sheriff dept. **Schei:** What about the lineman for the airport? **Bousley:** That's in the budget. **DuPont:** IT person has been budgeted. **Bousley:** Yes, that's the other one (so two positions). **DuPont:** Two part time in the sheriff dept. and one full time plus one full time IT. **Nelson:** We also have 2% pay increase. 8% increase on health insurance. Increase in worker's comp. **DuPont:** We've budgeted at 1.33 we won't know what this year is until December, when they give us the projection. **Nelson:** We had an increase in Probate court. **Bousley:** That's because one retired and one came in. **Nelson:** Co. Admin. is up \$23,000. **Bousley:** You've got the flat rate retirement that's rolled into that. That went up. **Nelson:** A few years back when we looked at the Exec. Secretary position. We were told flatly that it would offset the cost of prisoner board. It's my understanding that the position has changed now, though I don't recall seeing a position description change. **Holmes:** in a seven month period, prisoner board was at \$21,000. When I said

the position changed, it really didn't, we just dumped a lot more on her. I realize prisoner board has come down from \$55,000, to 36,000 but she also is now doing civil process. (in the past here was 1-3/4 people doing this). Prisoner board did go down, but the civil process is still coming in at about \$24,000/yr. **Nelson:** Do we use some off duty Law Enforcement for civil process that we pay out? **Holmes:** We do not. If we don't serve something, we tell them they have to go to a processor. There are three businesses out there that can do it. **Nelson:** As far as the position goes, you should go to personnel and have that go to the DMG if her duties no longer fit the job description. That was why the position was created, to offset the costs. **Holmes:** Yes, and we have dumped more stuff on her since then. She takes care of the work van, scheduling and billing, she does bill out for prisoner board, civil process, she does all of the finger printing for CCW's which we charge for. We could tell them no and have them go elsewhere for that. As it stands for this current year, she is projected to bring in \$75,000 and her total cost (for her position) is \$59,000. She wants to do what is necessary to keep her position. She is a hard worker, we want to keep her. I reassign the duties, it's my mistake for not taking it to personnel. **Schei:** I'm confused on the animal control officer. Is that in this year's budget or next years? **Bousley:** We did put it in this current year. The ordinance has to be re-written and cannot be put in place until the next funding year. **Schei:** So it's not showing in next year's budget. **Bousley:** No. I have to meet with Rob yet about this. They do want the IT person, but I'll have to talk about that with Rob Jamo. **Nelson:** We have people out there requesting money. Has that changed? **Bousley:** We dropped \$1,000 for the fair manager contract and \$1,000 less for the Fair Board from what was given to them last year. Otherwise it stayed status quo. **Nelson:** discussed Mental Health and some possible changes coming there... especially with transports. **Bousley:** Parks, we don't have any funding in there this year, it'll be self-funded. We added the IT department. We took some of the funds we normally have budgeted in the "Other legislative" account and added them into the IT department budget. This will be a FLEX position. **Nelson:** What's the salary on this? **DuPont:** 49,650 base. **Nelson:** No overtime then. It's a salary position and we're over the limits required by the state. **Bousley:** That can be exempt because it'll be a department head. **Schei:** Will the city be responsible for benefits or will we pick them up under us? **Bousley:** It would be our employee, so we'd be responsible for benefits. If it doesn't work out, then it doesn't. **Nelson:** 911 Console. We have a reduced rate that we can collect now. Are the charges related to where you purchase the phone or to the mailing address? **Hafeman:** I purchased my phones in Escanaba, but the surcharge rates charged are for Menominee County. **Bousley:** 911, we will have the Director retiring in about 6 mos. We'll have to hire a new director. Sheriff is also interested in running the 911 dept. **Schei:** (to Holmes) if you do take over the 911 dept.; would the Sheriff's admin secretary take over some of the work? **Holmes:** That would be determined. We haven't even discussed that as of yet. **Nelson:** Requests from small units, any changes in those? **Bousley:** DHS had a change. They're asking for Misc. expenses \$4,500 above what we normally give them. **Nelson:** No, as far as I'm concerned, we can take that out. **Nelson:** There are a lot of programs via DHHS that are state funded. **DuPont:** the child care for DHHS has never been used, though they ask for it every year. **DuPont:** There is \$10,000 in here for Animal control also. I assume for if we get the animal control enforcement up and running. **Nelson:** I'd like to see real specifics on DHHS, and conservation district. Did you roll WC into one line item (other legislative) rather than in each dept. like we do for the health ins. We talked about this last year, you said it would be easier. **DuPont:** Yes, it would be easier when making changes. I did not pull WC from each dept. If you would like me to do that I can. **Nelson:** What changes are in the library? **Bousley:** I did talk to the Director about the book mobile. There is \$105,000 in there for that. She said, if we want the kind of vehicle we currently have, they'll need double what is in there right now. In the past, Pat spoke of a couple of conversion vans as a possibility. **Charlene Peterson:** As the Library Board chairperson, we have in the past spoken about conversion vans. I agree, it's a good idea. We'll have to downsize at some point, this is a good way to start. **Nelson:** Airport – looking at setting up a meeting with the users. **Schei:** We're putting it on the agenda for the airport meeting tomorrow night. We'd like to have the dialog. Do we budget it, or do we dump the whole thing to another entity. Let someone else run it. **Nelson:** We never did a total cost analysis for the airport. There's not enough revenue with gas sales. Larry's right, it's all or nothing. **Bousley:** with us as sponsors, we are responsible for all liability etc. **Schei:** With the people out there that want to run the airport... we've asked them for a proposal and have gotten nothing from them. **Bousley:** I think there is a misconception out there. We have NOT received any federal money for operations. None. **Schei:** All FAA money goes to capital improvement, not operations. The county has to pay 5% of the grants for capital improvement. Perhaps we can provide some incentive for the pilots to purchase more fuel from the airport. A discount on fuel perhaps. The hangars are on county land. They're tax exempt because they're inside airport property for general aviation per FAA standards so there is no tax imposed by the county. Just a straight lease fee per square foot. But almost all of those hangars is in the city of Menominee. The City imposes a "building on

leased land tax" on every hangar. That went to the tax tribunal in 2009, they would not ask the city or consider forcing the city to remove that from the tax roll. That's one of the reasons are disgruntled. Airport meeting is at 4:00 tomorrow (6/21) **Hafeman:** Economic development was supposed to be presenting to us quarterly. **Bousley:** She's been here twice this year and will be here again in July. **Charlene:** Are the hangars all the same size at the airport? **Schei:** No, they vary. **Charlene:** Suggest find out what the marina does.

Public Comment: None

Commissioner Comment: **Schei:** The marina charges up to \$1,200 for a dock for the season. There's a lot of regulatory stuff involved. **Nelson:** Thank the audience for coming. Schedule another meeting for Monday June 27th. Here at the annex. **Bousley:** the first meeting in July, we have to have a balanced budget to present to the full board. We can still make changes after that happens.

Adjourn: Moved by **Com. Hafeman** supported by **Com. Schei** to adjourn the meeting at 10:18 AM. Motion approved 3/0.

Budget Amendments #5

| | | | | |
|----|-----------|---|--------------------------------|----------------------------------|
| 38 | 6/23/2016 | Secondary Road Patrol - Add MERS DC Secondary Road Patrol-Remove MERS Unfunded Difference will go into the Road patrol fund balance | \$ 3,601.00 \$ < 9,135.00 > | 205-316-718.00 205-316-718.01 |
| 39 | 6/23/2016 | Sheriff Dept. RAP Grant Received-Guard 1 plus | \$ 2,446.33 \$ 2,446.33 | 101-000-677.10 101-301-770.00 |
| 40 | 6/23/2016 | Hannahville Grant Received - squad car | \$ 28,990.00 \$ 28,990.00 | 205-000-441.00 205-315-934.03 |
| 41 | 6/23/2016 | RAP Grant Received - Bumper Guard | \$ 832.50 \$ 832.50 | 205-000-441.01 205-315-981.00 |
| 42 | 6/23/2016 | Additional funds spent for K-9 - vehicle insert To be taken from designated fund balance | \$ 1,466.57 | 281-345-981.00 281-000-390.00 |
| 43 | 6/23/2016 | K-9 Donation drive to cover cost of Prisoner insert in new vehicle | \$ 4,202.52 \$ 4,202.52 | 281-000-629.06 281-345-981.00 |
| 44 | 6/23/2016 | Bid approved by the CB on 5/10/16 Designated Building fund - Vestibule | \$ 232,000.00 | 101-103-998.04 |

Menominee County
Request for Budget Amendment

#38

Budget Year: 2015/2016

Please Increase

| | | | |
|---------------------|-----------------------|----|-------------------|
| Expenditure Account | <u>205-316-718.00</u> | by | <u>\$3,601.00</u> |
| | Mers DC | | |
| | | | |
| | | | |
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| | | | |
| | | | |

Please Decrease

| | | | |
|----------------------|-------------------------|----|-----------------------------|
| /Expenditure Account | <u>205-316-718.01</u> | by | <u>< \$9,135.00 ></u> |
| | MERS Unfunded Liability | | |
| | | | |
| | | | |
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| | | | |

Date of Request 6/20/16

Justification Secondary Road Patrol - Dept. Changed employee
designated for 2nd Road - Now is a DC employee
Requesting Department Sheriff Dept.

Elected Official/Dept. Head _____

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

Secondary Road Patrol Budget - Expenditures**Fund: Road Patrol (205)****Activity: Special Revenue (316)**

| <u>Account Number</u> | <u>Account Title</u> | <u>2013/14 Budget</u> | <u>2013/14 Actual</u> | <u>2014/15 Budget</u> | <u>2015/16 Budget</u> |
|-----------------------|------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 704.00 | Salaries-Secondary Road Ptrl | 39,567 | 43,177 | 41,531 | 41,134 |
| 706.00 | Overtime/holiday pay | 3,575 | 2,950 | 3,945 | 3,876 |
| 707.00 | Longevity | - | - | - | - |
| 708.00 | Miscellaneous Salaries | - | - | - | - |
| 712.00 | Hospital Insurance | 6,015 | 5,604 | 6,015 | 6,328 |
| 713.00 | Life Insurance | 30 | 28 | 30 | 30 |
| 715.00 | FICA - OASDI | 2,582 | 3,464 | 2,726 | 2,693 |
| 715.01 | FICA - MEDICARE | 604 | 651 | 638 | 630 |
| 716.00 | Workers Compensation | 1,792 | 2,224 | 1,889 | 1,843 |
| 718.00 | MERS (Retirement) DC | 7,045 | 7,906 | 7,426 | 3,601 |
| 718.01 | MERS Unfunded Liability | | | | - |
| 745.00 | Uniforms | 700 | - | 700 | 700 |
| 755.00 | Other Operating Expenses | 967 | - | 967 | 1,000 |
| | Total | \$ 62,876 | \$ 66,004 | \$ 65,868 | \$ 61,834 |

Menominee County
Request for Budget Amendment

39

Budget Year: 2015/2016

Please Increase

Revenue Account

101-000-677-10

\$2,446.33

| | |
|--|--|
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Please Increase

Expenditure Account

101-301-770-00

by

\$2,446.33

| | |
|--|--|
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| | |

Date of Request

6/21/2016

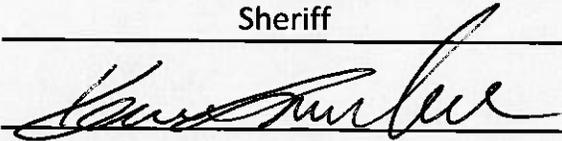
Justification

RAP grant received for purchase of Guard 1 Plus System

Requesting Department

Sheriff

Elected Official/Dept. Head



Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

Fund: General (101)
 Activity: Revenues (000)

| Account Number | Account Title | 2013/2014 Budget | 2013/14 Actual | 2014/15 Budget | 2015/16 Budget |
|----------------|--------------------------------|------------------|----------------|------------------|------------------|
| 645.04 | Conveying Convicts/State Reim | 500 | 1,080 | 500 | 500 |
| 645.05 | SSA Incentive/Sheriff | 500 | 2,400 | 500 | 500 |
| 645.06 | Sheriff D/D Assessment | 2,000 | 1,746 | 2,000 | 2,000 |
| 645.07 | I.D. Cards | | | | |
| 649.00 | PA Check Collections | 200 | 65 | 200 | 200 |
| 656.00 | Ordinance Fines & Cost | 25,000 | 43,543 | 40,000 | 55,000 |
| 657.00 | Bond Forfeiture | 3,000 | 6,670 | 5,000 | 2,000 |
| 658.00 | Circuit Ct Fines & Forfeits | 1,500 | 2,894 | 1,500 | 1,500 |
| 659.00 | NSF Charges | 350 | 245 | 350 | 350 |
| 665.00 | Interest Earned | 55,000 | 75,003 | 55,000 | 55,000 |
| 672.00 | Miscellaneous | 10,000 | 2,509 | 10,000 | 2,500 |
| 673.00 | Sale of Property | 350 | 114 | 350 | 350 |
| 674.00 | Misc. Marine Donations | - | 1,996 | - | - |
| 675.00 | Donations | | 189 | | - |
| 676.00 | F O I A | 100 | 193 | 100 | 100 |
| 677.00 | Reimbursements | 3,000 | 1,378 | 3,000 | 6,000 |
| 677.01 | Reimbursements PA123 | 23,000 | 16,552 | 23,000 | 16,000 |
| 677.02 | Workers Comp Refund/MMRMA | 60,000 | 118,231 | 110,179 | 85,000 |
| 677.04 | Commissioner Reimbursements | 100 | - | 100 | 100 |
| 677.05 | Court Computer Reimbursements | | | | |
| 677.06 | Fam.CT RDSS Reimbursements | 8,000 | 6,017 | 8,000 | 8,000 |
| 677.07 | Fam.CT Drug Test Reimburse | 500 | - | 500 | 500 |
| 677.09 | BCBS reimbursements | - | - | - | - |
| 677.10 | MMRMA designated grant | - | - | - | 2,446 |
| 677.11 | Airport Phase 2 | - | - | - | - |
| 677.12 | Non lapsing building fund | - | - | - | - |
| 677.13 | Bldg. Code-overhead cost reimb | 17,000 | - | 17,000 | 10,000 |
| 694.00 | Cash Over & Short | - | (0.25) | - | - |
| 696.00 | Transfer from Other Funds | - | - | - | 110,000 |
| Total | | 7,203,779 | | 7,519,558 | 7,721,014 |

Fund: General (101)
Activity: Sheriff Department (301)

| <u>Account Number</u> | <u>Account Title</u> | <u>2013/2014 Budget</u> | <u>2013/14 Actual</u> | <u>2014/15 Budget</u> | <u>2015/16 Budget</u> |
|-----------------------|---------------------------------|-------------------------|-----------------------|-----------------------|-----------------------|
| 704.00 | Salaries/shift dif./holiday | 952,092 | 957,181 | 969,510 | 1,082,616 |
| 705.00 | Salaries - Part Time | 51,792 | 50,804 | 71,916 | 43,264 |
| 706.00 | Overtime | 40,000 | 63,041 | 40,000 | 40,000 |
| 707.00 | Longevity | 10,800 | 10,450 | 10,650 | 10,450 |
| 712.00 | Hospital Insurance-opt out | 24,000 | 24,400 | 24,000 | 33,600 |
| 713.00 | Life Insurance | 630 | 573 | 630 | 660 |
| 715.00 | FICA-OASDI | 67,564 | 65,440 | 69,335 | 71,411 |
| 715.01 | FICA-Med | 15,261 | 15,920 | 16,215 | 16,701 |
| 716.00 | Workmen's Compensation | 46,666 | 56,018 | 47,333 | 48,768 |
| 718.00 | Retirement - DC | 205,588 | 185,492 | 194,501 | 6,759 |
| 727.00 | Office Supplies | 10,000 | 9,267 | 10,000 | 10,300 |
| 728.00 | Office Equipment | - | - | 3,156 | 3,240 |
| 729.00 | Postage | 5,665 | 2,192 | 5,665 | 3,500 |
| 742.00 | Gas, Oil, Etc. | 12,000 | 3,380 | 12,000 | 12,000 |
| 745.00 | Uniforms | 13,000 | 12,682 | 13,000 | 14,500 |
| 745.01 | Reserves | | | | 5,000 |
| 755.00 | Other Operating Expenses | 9,100 | 8,024 | 9,100 | 9,100 |
| 770.00 | Prisoners Board | 60,000 | 73,237 | 53,000 | 162,446 |
| 770.01 | Prisoners Board - Medical | 45,000 | 43,266 | 45,000 | 45,000 |
| 770.02 | Prisoner Board/Mental Health | 7,200 | - | 7,200 | 7,200 |
| 802.00 | Memberships/Subscr./P.R. | 2,500 | 2,457 | 2,500 | 2,500 |
| 835.00 | Health Services | 2,000 | 1,305 | 2,000 | 2,000 |
| 850.00 | Telephone | 4,920 | 5,486 | 4,920 | 5,600 |
| 850.01 | Inmate Phone Cards | 500 | (2,936) | 500 | 500 |
| 852.00 | I.D. Cards | 500 | - | | 500 |
| 860.00 | Travel | 5,800 | 2,256 | 3,800 | 4,000 |
| 860.01 | Transports | 5,000 | 604 | 3,000 | 3,000 |
| 881.00 | General Training | 5,440 | 5,397 | 5,440 | 5,440 |
| 881.01 | K-9 | 3,900 | 7,960 | 3,900 | 3,900 |
| 881.03 | Ammunition - Weapons Trng | 3,000 | - | 3,000 | 5,000 |
| 934.00 | Equipment Repairs & Maint | 4,400 | 218 | 4,400 | 5,000 |
| 934.01 | Radio Equip & Repairs | 5,100 | 8,055 | 5,100 | 5,100 |
| 934.02 | Equip & Repair - Cig Tax | 8,000 | 6,118 | 8,000 | 8,000 |
| 934.03 | Casino Grant Exp. | - | 6,800 | - | - |
| 934.05 | State Grant - Crash capture | - | - | - | - |
| 935.00 | Civil Process Related Exp. | 3,600 | 73 | 3,600 | 3,600 |
| 970.00 | Capital Outlay - vehicle | - | - | - | 28,040 |
| 976.00 | LEIN System/Merit | 14,900 | 16,744 | 6,000 | 9,000 |
| 981.00 | Vehicle Maintenance | 5,000 | 4,534 | 5,000 | 6,000 |
| 998.00 | Capital Imp. | 6,000 | 4,985 | - | - |
| | Total | \$ 1,656,918 | \$ 1,651,421 | \$ 1,663,372 | \$ 1,723,696 |
| | Hospital Ins. - Other legislati | 226,160 | | 211,723 | 232,585 |
| | flat rate retirement | | | | \$ 213,874 |
| | | 1,883,077 | | 1,875,094 | 1,956,280 |

40

Menominee County
Request for Budget Amendment

Budget Year: 2015/2016

Please Increase
Revenue Account

205-000-441-00

\$28,990.00

Please Increase
Expenditure Account

205-315-934-03

by

\$28,990.00

Date of Request

6/21/2016

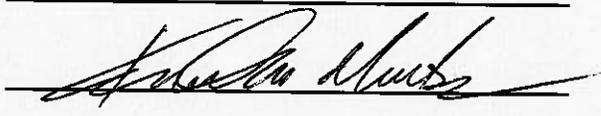
Justification

Hannahville Grant funds for squad replacement

Requesting Department

Sheriff

Elected Official/Dept. Head



Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

Road Patrol Budget - Revenues

Fund: Special Revenue (205)

Activity: Road Patrol (000)

| <u>Account Number</u> | <u>Account Title</u> | <u>2013/2014 Budget</u> | <u>2013/14 Actual</u> | <u>2014/15 Budget</u> | <u>2015/16 Budget</u> |
|-----------------------|-------------------------------------|-------------------------|-----------------------|-----------------------|-----------------------|
| 402.00 | Current Taxes * | 1,232,571 | 1,261,798 | 1,232,571 | 1,305,056 |
| 402.02 | Hermansville | - | - | - | - |
| 402.04 | Stephenson Housing | - | - | - | - |
| 402.05 | Senior Citizen Co-op tax exemp | 1,500 | 1,884 | 1,500 | 1,500 |
| 420.00 | Delinquent Personal Property | 500 | 957 | 500 | 500 |
| 420.01 | Road Patrol Deliquent per.prop int. | - | 78 | - | - |
| 420.02 | DNR - PILT | 1,200 | 6,730 | 1,500 | 1,500 |
| 429.00 | CFR | 5,000 | 10,343 | 5,000 | 5,000 |
| 429.01 | CFR Withdrawal | - | - | - | - |
| 441.00 | Casino Monies/hannahv.grant | 37,284 | 23,593 | - | 34,514 |
| 543.00 | Secondary Road Patrol Grant | 58,500 | 60,450 | 58,500 | 58,500 |
| 544.01 | Safe communities reimb. Grant | - | - | - | - |
| 544.02 | USDA Grant | - | - | - | - |
| 601.00 | Stephenson Law Enforcement | 25,000 | 25,000 | 25,000 | 25,000 |
| 607.00 | Reimbursement | - | - | - | - |
| 673.00 | Sale of Property | - | 8,800 | - | - |
| 675.00 | RP Donations | - | - | - | - |
| 677.00 | Reimbursement | - | 35 | - | - |
| 696.00 | Transfer from other funds | - | - | - | - |
| 697.00 | Transfer from millage fund | 150,000 | - | - | - |
| 699.00 | General Fund Appropriation | - | - | - | - |
| | Total | \$ 1,511,555 | \$ 1,399,668 | \$ 1,324,571 | \$ 1,431,570 |
| | Millage fund balance | \$ 213,280 | | \$ 132,297 | \$ 128,440 |

Road Patrol Budget - Expenditures

Fund: Special Revenue (205)

Activity: Road Patrol (315)

| <u>Account Number</u> | <u>Account Title</u> | <u>2013/2014 Budget</u> | <u>2013/14 Actual</u> | <u>2014/15 Budget</u> | <u>2015/16 Budget</u> |
|-----------------------|-------------------------------|-------------------------|-----------------------|-----------------------|-----------------------|
| 704.00 | Salaries/shift diff/holiday | 479,730 | 464,201 | 490,392 | 548,504 |
| 705.00 | Salaries-part time | 57,949 | 20,288 | 62,858 | 65,874 |
| 706.00 | OT | 39,000 | 50,967 | 39,000 | 39,000 |
| 707.00 | Longevity | 5,400 | 5,400 | 5,750 | 6,300 |
| 712.00 | BCBS | 126,317 | 133,680 | 133,532 | 146,022 |
| 713.00 | Life Ins. | 300 | 276 | 300 | 330 |
| 715.00 | FICA | 34,131 | 32,730 | 35,006 | 39,009 |
| 715.01 | FICA MED | 7,982 | 7,679 | 8,187 | 9,123 |
| 716.00 | Work Comp | 26,400 | 30,871 | 27,078 | 26,844 |
| 718.00 | MERS - DC | 78,405 | 93,566 | 80,204 | 12,000 |
| 718.01 | MERS unfunded liability | 150,000 | - | 50,000 | 100,476 |
| 727.00 | Office Supplies | 3,000 | 1,919 | 3,000 | 3,500 |
| 742.00 | Gas, Oil, Etc | 81,000 | 64,178 | 81,000 | 81,000 |
| 745.00 | Uniforms | 9,100 | 8,401 | 9,100 | 9,400 |
| 755.00 | Other Operating Expenses | 5,000 | 3,478 | 5,000 | 5,000 |
| 755.02 | Other Operating/Weapons, etc | 5,075 | 1,581 | 5,075 | 5,075 |
| 850.00 | Telephone | 3,500 | 3,630 | 5,100 | 5,500 |
| 850.01 | Merit fiber-annex.5 | | | | 1,600 |
| 860.00 | Travel | 3,075 | 1,683 | 3,075 | 3,075 |
| 881.00 | Justice Training - 302 | - | 283 | - | - |
| 881.03 | General Training | 4,590 | 4,037 | 4,590 | 4,590 |
| 934.00 | Equipment Repair | 3,060 | 3,679 | 3,060 | 3,060 |
| 934.01 | Equip Repair & Maint/Radio | 5,100 | 7,726 | 5,100 | 5,500 |
| 934.02 | Equip Repair & Maint/vehicles | 27,000 | 33,480 | 27,000 | 30,000 |
| 934.03 | Casino Grant | 37,284 | 32,093 | - | 34,514 |
| 955.00 | RP Misc. Expense | | | | |
| 957.00 | Chargeback Tax refunds | - | 2,460 | - | - |
| 974.00 | Hannahville Grant - Tahoe | - | - | - | - |
| 981.00 | Vehicle maintenance | 43,000 | 29,795 | 43,000 | 56,000 |
| 997.00 | Transfer Out | - | - | - | - |
| | Total | \$ 1,235,399 | \$ 1,038,080 | \$ 1,126,406 | \$ 1,241,296 |

#41

Menominee County

Request for Budget Amendment

Budget Year: 2015/2016

Please Increase
Revenue Account

205-000-441-01

\$832.50

Please Increase
Expenditure Account

205-315-981-00

by

\$832.50

Date of Request

6/21/2016

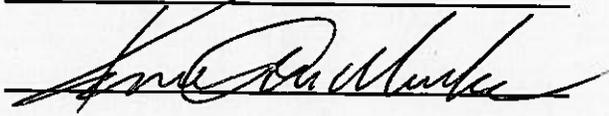
Justification

RAP grant received for Bumper Guard project

Requesting Department

Sheriff

Elected Official/Dept. Head



Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

Road Patrol Budget - Revenues

Fund: Special Revenue (205)

Activity: Road Patrol (000)

| <u>Account Number</u> | <u>Account Title</u> | <u>2013/2014 Budget</u> | <u>2013/14 Actual</u> | <u>2014/15 Budget</u> | <u>2015/16 Budget</u> |
|-----------------------|-------------------------------------|-------------------------|-----------------------|-----------------------|-----------------------|
| 402.00 | Current Taxes * | 1,232,571 | 1,261,798 | 1,232,571 | 1,305,056 |
| 402.02 | Hermansville | - | - | - | - |
| 402.04 | Stephenson Housing | - | - | - | - |
| 402.05 | Senior Citizen Co-op tax exemp | 1,500 | 1,884 | 1,500 | 1,500 |
| 420.00 | Delinquent Personal Property | 500 | 957 | 500 | 500 |
| 420.01 | Road Patrol Deliquent per.prop int. | - | 78 | - | - |
| 420.02 | DNR - PILT | 1,200 | 6,730 | 1,500 | 1,500 |
| 429.00 | CFR | 5,000 | 10,343 | 5,000 | 5,000 |
| 429.01 | CFR Withdrawal | - | - | - | - |
| 441.00 | Casino Monies/hannahv.grant | 37,284 | 23,593 | - | 35,347 |
| 543.00 | Secondary Road Patrol Grant | 58,500 | 60,450 | 58,500 | 58,500 |
| 544.01 | Safe communities reimb. Grant | - | - | - | - |
| 544.02 | USDA Grant | - | - | - | - |
| 601.00 | Stephenson Law Enforcement | 25,000 | 25,000 | 25,000 | 25,000 |
| 607.00 | Reimbursement | - | - | - | - |
| 673.00 | Sale of Property | - | 8,800 | - | - |
| 675.00 | RP Donations | - | - | - | - |
| 677.00 | Reimbursement | - | 35 | - | - |
| 696.00 | Transfer from other funds | - | - | - | - |
| 697.00 | Transfer from millage fund | 150,000 | - | - | - |
| 699.00 | General Fund Appropriation | - | - | - | - |
| | Total | \$ 1,511,555 | \$ 1,399,668 | \$ 1,324,571 | \$ 1,432,403 |
| | Millage fund balance | \$ 213,280 | | \$ 132,297 | \$ 129,272 |

Road Patrol Budget - Expenditures

Fund: Special Revenue (205)

Activity: Road Patrol (315)

| <u>Account Number</u> | <u>Account Title</u> | <u>2013/2014 Budget</u> | <u>2013/14 Actual</u> | <u>2014/15 Budget</u> | <u>2015/16 Budget</u> |
|-----------------------|-------------------------------|-------------------------|-----------------------|-----------------------|-----------------------|
| 704.00 | Salaries/shift diff/holiday | 479,730 | 464,201 | 490,392 | 548,504 |
| 705.00 | Salaries-part time | 57,949 | 20,288 | 62,858 | 65,874 |
| 706.00 | OT | 39,000 | 50,967 | 39,000 | 39,000 |
| 707.00 | Longevity | 5,400 | 5,400 | 5,750 | 6,300 |
| 712.00 | BCBS | 126,317 | 133,680 | 133,532 | 146,022 |
| 713.00 | Life Ins. | 300 | 276 | 300 | 330 |
| 715.00 | FICA | 34,131 | 32,730 | 35,006 | 39,009 |
| 715.01 | FICA MED | 7,982 | 7,679 | 8,187 | 9,123 |
| 716.00 | Work Comp | 26,400 | 30,871 | 27,078 | 26,844 |
| 718.00 | MERS - DC | 78,405 | 93,566 | 80,204 | 12,000 |
| 718.01 | MERS unfunded liability | 150,000 | - | 50,000 | 100,476 |
| 727.00 | Office Supplies | 3,000 | 1,919 | 3,000 | 3,500 |
| 742.00 | Gas, Oil, Etc | 81,000 | 64,178 | 81,000 | 81,000 |
| 745.00 | Uniforms | 9,100 | 8,401 | 9,100 | 9,400 |
| 755.00 | Other Operating Expenses | 5,000 | 3,478 | 5,000 | 5,000 |
| 755.02 | Other Operating/Weapons, etc | 5,075 | 1,581 | 5,075 | 5,075 |
| 850.00 | Telephone | 3,500 | 3,630 | 5,100 | 5,500 |
| 850.01 | Merit fiber-annex.5 | | | | 1,600 |
| 860.00 | Travel | 3,075 | 1,683 | 3,075 | 3,075 |
| 881.00 | Justice Training - 302 | - | 283 | - | - |
| 881.03 | General Training | 4,590 | 4,037 | 4,590 | 4,590 |
| 934.00 | Equipment Repair | 3,060 | 3,679 | 3,060 | 3,060 |
| 934.01 | Equip Repair & Maint/Radio | 5,100 | 7,726 | 5,100 | 5,500 |
| 934.02 | Equip Repair & Maint/vehicles | 27,000 | 33,480 | 27,000 | 30,000 |
| 934.03 | Casino Grant | 37,284 | 32,093 | - | 34,514 |
| 955.00 | RP Misc. Expense | | | | |
| 957.00 | Chargeback Tax refunds | - | 2,460 | - | - |
| 974.00 | Hannahville Grant - Tahoe | - | - | - | - |
| 981.00 | Vehicle maintenance | 43,000 | 29,795 | 43,000 | 56,833 |
| 997.00 | Transfer Out | - | - | - | - |
| | Total | \$ 1,235,399 | \$ 1,038,080 | \$ 1,126,406 | \$ 1,242,129 |

#42

Menominee County

Request for Budget Amendment

Budget Year: 2015/2016

Please Increase
Revenue Account

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

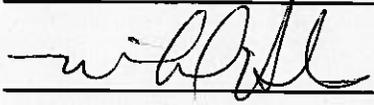
Please Increase
Expenditure Account

| | | |
|-----------------------|----|-------------------|
| <u>281-345-981.00</u> | by | <u>\$1,466.57</u> |
| _____ | | _____ |
| _____ | | _____ |
| _____ | | _____ |
| _____ | | _____ |
| _____ | | _____ |
| _____ | | _____ |

Date of Request 6/21/2016

Justification **Additional funds spent for K-9 Prisoner Insert above donation drive
Funds available in the Fund Balance**

Requesting Department Sheriff

Elected Official/Dept. Head 

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

K-9

Fund: Special Revenue (281)
Activity: K-9 (000)

| <u>Account Number</u> | <u>Account Title</u> | <u>2013/2014 Budget</u> | <u>2013/14 Actual</u> | <u>2014/15 Budget</u> | <u>2015/16 Budget</u> |
|-----------------------|----------------------|-------------------------|-----------------------|-----------------------|-----------------------|
| 629.06 | K-9 Donations | 500 | 4,590 | 500 | 500 |
| | Total | 500 | 4,590 | 500 | 500 |

K-9

Fund: Special Revenue (281)
Activity: K-9 (345)

| <u>Account Number</u> | <u>Account Title</u> | <u>2013/2014 Budget</u> | <u>2013/14 Actual</u> | <u>2014/15 Budget</u> | <u>2015/16 Budget</u> |
|-----------------------|------------------------------|-------------------------|-----------------------|-----------------------|-----------------------|
| 881.00 | K-9 Training/expense | 500 | - | 500 | 500 |
| 981.00 | Vehicle Improvements/repairs | | | | 1,467 |
| | | \$ 500 | \$ - | \$ 500 | \$ 1,967 |

#43

Menominee County
Request for Budget Amendment

Budget Year: 2015/2016

Please Increase

Revenue Account

281-000-629.06

\$4,202.52

Please Increase

Expenditure Account

281-345-981.00

by

\$4,202.52

Date of Request

6/21/2016

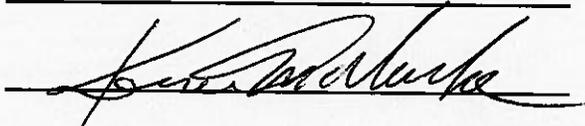
Justification

K-9 Donation drive to cover cost of Prisoner Insert in new vehicle

Requesting Department

Sheriff

Elected Official/Dept. Head



Chief Fiscal Officer's Approval

Date Posted to General Ledger

Posted by:

K-9

Fund: Special Revenue (281)

Activity: K-9 (000)

| <u>Account Number</u> | <u>Account Title</u> | <u>2013/2014 Budget</u> | <u>2013/14 Actual</u> | <u>2014/15 Budget</u> | <u>2015/16 Budget</u> |
|-----------------------|----------------------|-------------------------|-----------------------|-----------------------|-----------------------|
| 629.06 | K-9 Donations | 500 | 4,590 | 500 | 4,703 |
| | Total | 500 | 4,590 | 500 | 4,703 |

K-9

Fund: Special Revenue (281)

Activity: K-9 (345)

| <u>Account Number</u> | <u>Account Title</u> | <u>2013/2014 Budget</u> | <u>2013/14 Actual</u> | <u>2014/15 Budget</u> | <u>2015/16 Budget</u> |
|-----------------------|------------------------------|-------------------------|-----------------------|-----------------------|-----------------------|
| 881.00 | K-9 Training/expense | 500 | - | 500 | 500 |
| 981.00 | Vehicle Improvements/repairs | | | | 5,670 |
| | | \$ 500 | \$ - | \$ 500 | \$ 6,170 |

#44

Menominee County

Request for Budget Amendment

Budget Year: 2015/2016

Please Increase

| | | | |
|---------------------|----------------------------------|----|---------------------|
| Expenditure Account | <u>101-103-998.04</u> | by | <u>\$232,000.00</u> |
| | <u>Building Fund - Vestibule</u> | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Please Decrease

| | | | |
|-----------------------------|-------|----|-------|
| Revenue/Expenditure Account | _____ | by | _____ |
| | _____ | | _____ |
| | _____ | | _____ |
| | _____ | | _____ |
| | _____ | | _____ |
| | _____ | | _____ |
| | _____ | | _____ |
| | _____ | | _____ |

Date of Request 6/23/16

Justification Bid approved by CB m - 5/10/16

Requesting Department Administration

Elected Official/Dept. Head _____

Chief Fiscal Officer's Approval _____

Date Posted to General Ledger _____

Posted by: _____

Fund: General (101)
Activity: Other Legislative (103)

| <u>Account Number</u> | <u>Account Title</u> | <u>2013/2014 Budget</u> | <u>2013/14 Actual</u> | <u>2014/15 Budget</u> | <u>2015/16 Budget</u> |
|-----------------------|------------------------------|-------------------------|-----------------------|-----------------------|-----------------------|
| 712.00 | Hospital Insurance-GL | 600,853 | 607,429 | 653,565 | 657,858 |
| 712.03 | Affordable Care Act Penalty | - | - | - | - |
| 713.00 | Life Insurance | 120 | 28 | 120 | 120 |
| 717.00 | Unemployment Insurance | 10,000 | - | 10,000 | 10,000 |
| 718.00 | MERS- retirement DC | - | - | 8,000 | 32,000 |
| 718.01 | Unfunded MERS liability | 499,000 | 532,680 | 500,000 | 555,180 |
| 755.00 | Other Operating Expenses | 5,000 | 6,083 | 5,000 | 13,000 |
| 801.00 | Prof. Contract Serv. | - | - | 1,500 | 1,500 |
| 801.01 | Audit | 28,500 | 27,000 | 28,500 | 28,500 |
| 801.02 | Professional physicals | 400 | 113 | 400 | 400 |
| 801.08 | Cost Allocation(MGT) | 8,000 | 7,200 | 8,000 | 8,000 |
| 802.00 | Memberships/Subscriptions | 19,000 | 9,039 | 19,000 | 10,000 |
| 831.00 | Liability Insurance MMRMA | 120,000 | 113,165 | 120,000 | 120,000 |
| 850.00 | Telephone - Unallocated | 28,000 | 55,513 | 35,000 | 45,000 |
| 851.00 | Website Maintenance | 3,000 | 1,600 | 3,000 | 3,000 |
| 851.01 | internet /Time warner | 4,000 | 2,325 | 4,000 | 4,000 |
| 857.00 | Computer Support/labor | 21,000 | 17,247 | 21,000 | 21,000 |
| 857.01 | Video Equip. Maintenance | 1,000 | 249 | 1,000 | 1,000 |
| 857.02 | Software/updates/maint. Fe | 18,000 | 24,665 | 18,000 | 18,000 |
| 857.03 | Computer parts/hardware | 8,000 | 7,176 | 6,000 | 6,000 |
| 957.00 | Chargeback tax refunds | 4,000 | 9,841 | 3,000 | 3,000 |
| 970.00 | Capital Outlay-2016 Imaging | 25,000 | 19,750 | - | 15,000 |
| 970.15 | C.H. Security Screening Area | | | | 5,000 |
| 970.16 | BS&A conversion Project | | | | 110,000 |

Total Other legislative \$ 1,426,548 \$ 1,536,740 \$ 1,455,085 \$ 1,667,558

Designated Building Projects (Designated fund)

| | | | | | |
|--------|--------------------------------------|-------------|-------------|-------------|-------------|
| | Beginning Balance | \$1,312,334 | \$1,312,334 | \$1,271,431 | \$1,494,931 |
| | Revenue added | | | \$300,000 | |
| | 2013/14 Courthouse securit | (5,000) | 15,725 | | |
| | 2013/14 Courthouse securit | \$8,000 | | | |
| | 2013/14 Merit Fiber | \$5,000 | | | |
| 998.01 | surveillance System | | | | |
| 998.02 | HVAC Valve Replacement | | 15,703 | | |
| 998.03 | 2013/14 Electrical surge-bar | \$10,000 | \$9,474 | | |
| 998.04 | 2014/15 Vestibule Project | | | \$76,500 | \$272,000 |
| 998.05 | Emergency Generator | | | | \$30,000 |
| 998.06 | Jail Emerg. Exit & Security fence | | | | \$50,000 |
| 998.07 | Jail parking lot | | | | \$50,000 |
| 998.08 | Courthouse Air Conditioner (Chiller) | | | | \$141,000 |

Bldg. project Ending Balance \$1,284,333.94 \$1,271,431 \$1,494,931 \$951,931