

"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
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MENOMINEE COUNTY FINANCE COMMITTEE

~A QUORUM OF THE BOARD MAYBE PRESENT~

DATE: Friday ~ August 7, 2015
TIME: 11:00 AM
PLACE: Menominee County Administrator's office

*****AGENDA*****

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Approval of Previous Minutes ~ 7.17.15
6. Public Comment (limited to 5 minutes on agenda items only)
7. Business
 - a. 2015/2016 Budget Discussion
8. Public Comment
9. Commissioner Comment
10. 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
July 17, 2015

*****DRAFT*****

The Finance Committee met on July 17, 2015 at 9:00 AM at the Menominee County Administrator's office, Menominee Courthouse.

Present at the meeting were Coms. Cech, Schei, and Nelson (Com. Hafeman was excused)

Others present: Brian Bousley, Sherry DuPont, Charlene Peterson, Richard Sexton & Diane Lesperance

Call Meeting to order: Chairperson Nelson called the meeting to order at 9:00 AM.

Pledge of Allegiance: The Pledge of Allegiance was recited

Roll Call: Roll call was taken; Commissioner Hafeman is absent (excused)

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

Previous Meeting minutes: Com. Schei approved, Com. Cech supports previous minutes from June 17, 2015 were approved as submitted. 3/0 Com. Schei says he saw at least one typo...correct that.

Public Comment: Charlene Peterson directs the commissioners to page 39 (appropriations) of the draft budget; she asks why is there a \$4,000 increase for the Menominee Conservation District?

Business:

- a. **Budget Amendments 2014/2015 (#17): FOC** – insurance opt out to transfer from the County Clerk's budget for transfer of employee from Clerk's office to the FOC office. \$3,200. All approve and agree to move to the full board for approval.

- b. **2015/16 Budget Discussion:** Bousley: The only thing brought up to me by a citizen was animal control. We have someone who can investigate. But we don't have a person always avail. to go get the animal. Schei: How is it handled? By Road Patrol or...Bousley: Road doesn't handle animal control. County ordinance does not include Cats. The City ordinance does include cats, but I don't know if they do anything. Nelson: Is that position still on the books? Bousley: No, it hasn't been on there since I've been here. Nelson: So it doesn't exist? If that's the question and we're looking at it, then they need to go back to the personnel committee to ask to have it reinstated. Bousley: I'd like to get with the City as a joint venture to get this going. Diane and I spoke about the dog licensing and kennel fees. Some places are charging a \$50 fee for kennels, we only charge \$10. Schei: what about contracting the duties to a contractor? Bousley: That's an option, yes. We'd have to go out for bids for that, but then we don't have the insurance, retirement, etc. it's a contract fee or per job fee. Schei: Raising the fee, to me, is not a good option. The taxpayers pay high enough taxes already. My preference would be to look at contracting. Nelson: it's a full board decision to see if they want to do this. If they do, we'll work it out from there. Cech: We spoke to Ms. Swille in ref. to this. She was interested in this position. Nelson: it will be done on an open bid contract. If the board agrees to do this, then we'll put it to the public for anyone interested. Nelson: (to explain the process to Cech) If the board chooses to hire an employee for this, then it'll have to go before the personnel committee to create the position. If the board chooses to go out for a contract, then we'll go through the bid process. If the board chooses to do nothing, then we'll do nothing.
Nelson: The new budget: There were questions about converting half time positions to full time, and hiring

new people. Anyone that selected to do that, it should be pulled out Brian, including any costs related to it. And go back to personnel to see if they want to establish these positions. If they opt to establish the positions, then they bring it back to Finance to let us know what the cost is to add the position. Then we bring it to the full board. If any are going from half time to full time or any new positions, it needs to go to personnel. Schei: It's my understanding if we are adding a new position, it goes to personnel and don't we have to get a DMG study done on it? Bousley: If we don't have a job description for the position, then we have to do a DMG study on the position. The positions that the departments are asking for now, they're not asking for a new title, it would be expanding personnel for current positions. Nelson: We are creating new jobs for the county. The funding should be pulled out until approved. Personnel should look at this first. Schei: I agree with John, personnel should be the ones to add positions. Nelson: Soil conservation (pg. 39) appropriation from \$3,000 to \$7,000. We talked about this before about doing separate advertising. Bousley: The past five or so years we've done the Boyle Design advertisement. The Conservation District is proposing to do a quilt trail flyer to advertise for Menominee County. Nelson: It seems to be a duplication for this year since we already approved one for this year. We can do one or the other. We need to decide "one" that will cover all of Menominee County, not two. Bousley: They would like us to advertise with them, rather than Boyle Design. Cech: I worked with the conservation dept. while they were putting together the book we're discussing. It was a lot of local sponsors that paid for the book. They broke even on the book. They didn't get the book out till after the fourth of July. They seem to be understaffed. I think we should hold off on this one, I don't think they did a very good job this time. Charlene Peterson: the quilt trail has not yet been established. They have to find the barns, get the pieces done, they have to be installed, and there is no specific trail set up yet. If you look at the price as compared to the Boyle Design group, we've had good luck with the professionals; I'd say stick with them. Schei: My opinion for next year let's look at doing a strictly "Menominee only" book. I'm interested in the quilt trail. Nelson: I'd suggest we recommend to the board that we cut this back for this year, If the soil conservation wants to present their ideas again, (when Boyle does) then they can come back to the board with their ideas again. Cech: What's going on with the phone bills? Bousley: There are basically two games in town and they can jerk us around as much as they want. We've had this issue in the past and have had "Liberty" come in to audit our accts. We did receive a portion of the differences they found back, but now we're back to where we were before. Abilita is the same kind of program, MAC endorses them. That's on the CB agenda for discussion. Nelson: when you look at revenues they're up less than 1%. Built into our budget already, is a 2% increase in wage & salaries, we have an increase because we filled some positions, we're gonna have an increase in MERS which will be every year here forward. So anything we spend or recommend we spend this year with less than a 1% increase, we're going to end up falling short. If there's a recommendation to hire someone, with less than 1% increase, with the health ins., wages & salaries, MERS, at some point we're going to have a 7 million \$ payoff. Schei: The revenue we're anticipating, is it possible we have more than projected? Bousley: It can go either way. Schei: is there anything coming up with taxes? Bousley: Taxes are based off of the equalization report. It's almost "status quo". Nelson: Throughout the budget. Any questions within? Building Fund: Bousley: Generator we had 120,000 in there for that, we looked at army surplus where we were able to locate a few generators. Another place is the Military surplus (through the sheriff dept.), where we go get it and maintain it and not pay for it. Jim checked a few places, he found some new ones around \$20,000. Jim had the windows guys come in, we were hoping to have a quote sometime this week. Nelson: it's stuff that will eventually have to be done. If we get into a system of paying off the debt; We had a chance this past year to put 300,000 into the building fund, unspent revenues, part from vacant positions, I'm sure. Either get the work done now, or piecemeal it. What did we get for bids on the others? Bousley: Chiller 90,000... with a 90 day lead time to get the equipment here. We've been struggling with that for a few years. Nelson: 50,000 for parking lot is for what? Bousley: if we want to put in an additional parking lot because we'll be losing some space on this one (due to the jail emerg. Exit/safety project) on the other side of the jail. Cech: that project we're talking about, they were just suggesting we do it, they weren't mandating we do it, right. Bousley: if we're in the planning stages, we can probably buy another year. It all depends on the inspector that comes in and how hard they want to push us. Let me do some more digging on this one. We can look for grants on this one as well. Our insurance will do a 50% match on cameras, security items. Schei: parking lot, you should have public health be involved this. They have a lot of grassy area over there that could be used. We've talked about it at our public health meetings, but nothing has been requested, formally. There is an issue. Nelson: I think we should look at one, rather than piecemeal. Vestibule project: we need to change. It's up to 104,000. Bousley: this is for the shell. We'll need to put partitions in etc. Nelson: again I think that would be the ideal place for equalization. It's time to get them out of that hole. Bousley: We'll keep the 76,000 in there and add another \$40,000 for next year, that'll give us a

little leeway for things inside the space. The bid did not include sprinklers. Nelson: District court, did they change the revenue? Bousley: The ruling has been overturned, or massaged a bit. So it remains as is. Schei: make the shaded part darker (MERS on bottom). Nelson: Pg. 13 why there was 185,000 for 14/15 and 165,000 for 15/16, why? Bousley: that's because we had the old admin. Flat rate in there before, now it's in the flat rate retirement. Nelson: County clerk: goes from 284 to 295; MSU 73,000 for 14/15. Bousley: Paul hasn't given me a final number on that one yet. Nelson: Big change from 56,000. Bousley: we're going to have to increase natural gas. We are lucky to have the crew we have for buildings n grounds. Jim can do pretty much anything. Nelson: Pg. 22 PA – his suggestion to convert from half time to full time. Until personnel approves that, I don't know that we should have that in there. If the board opts to make it full time, we'll put it back in. Until we have approval, pull it out. Ask MERS for the accelerated payment schedule. ROD postage...ask Marc why the change. Sheriff dept.: Again that budget shows positions, retirement went from 194 to 218. Why is prisoner board up? Bousley: that's the added cost for food service. Mike says we are saving money with the food service. Nelson: Civil process, check on that. Schei: K-9 went from 7,960 to 3900 why? Bousley: there were donations moved into this (was a budget amendment). Nelson: Equip.& maint- 218.00 in 13/14 now they want \$5,000. Ammo weapons training – no money spent, they had 3,000 last year now they want 5,000. These need to be checked into a little more. I'd like to see the numbers without the positions added in. Why do we have brownfield budget? Bousley: That's something we've been working on, I just don't have time to do it. Cech: what is that? Bousley: You have different properties that you can look at to redevelop. The EPA grants require the county to have a brownfield authority in order to apply for grants. Nelson: Pg. 34 DHS spent 2469 in 13/14, they're requesting 6500, I don't know why. They're not attending conferences. I'd put that back to 3500 at most, if they need more money they can ask for it. All agree. Bousley: Medical examiner we increased the investigations. They are increasing. Bousley: Veterans affairs: Travel has increased. He has to go to the national conferences. Nelson: Can't we get grants for this? Bousley: we can try. Nelson: Road patrol is fixed, that's their little budget. Revenues: are the accounts that take in revenue that pay for the expenses. We do give some of them money to make ends meet. No issues with them at this time. Larry, you'll tell us more about the airport, right? Schei: They do have 22.5 in a building fund that we were unaware of. Per the FAA the airport has to maintain a 6 year plan (maintenance plans). Main revenues are from the fuel sales. Schei: An FBO isn't one entity. An FBO is a service that's being provided. What we hear constantly in the community and from the pilots association is FBO. They're not talking about the business end of the deal; they're talking about managing from the managers' standpoint. MDOT Aero advised us to be very careful about management agreements because of the bias that ends up with the manager controlling who gets to do these services and it's not really a fair situation among others who want to apply. They say the county should manage that. DuPont: the animal shelter, we have not received a letter from them yet requesting the amount. We do have it in the budget, but to date we have not received a request. Do I contact them? Consensus is to resend another letter. Nelson: If you don't hear back, pull it out.

Public Comment: Diane Lesperance: My brother in law's fiancé is on the animal shelter board, I can send him an email to let them know they forgot. As far as animal control, not only would raising the kennel fees help, if we did have a contracted person or from the sheriff, we would sell more licenses, when we had an animal control officer before, they were out selling licenses making more revenue there. On the tourist issue, I heard on the radio there was another grant they were trying to get through "Pure Michigan", where each county would pay according to population. Nelson: if we do it by population, it would be about \$36,000 for us. Bousley: it has to be a buy in for the whole U.P. and Ontonagan Co., barga co., Alger, Luce can't afford it, so I don't think this will happen.

Commissioner Comment: Thank you all for coming. Appreciate adjusting the meeting on such a short notice.

Adjourn: Moved by Com. Schei supported by Com. Cech to adjourn the meeting at 10:37 A.M. Motion approved 3/0.