

Menominee County Finance Committee  
Minutes of Meeting  
December 17, 2015

\*\*\*\*\*APPROVED 3.16.16\*\*\*\*\*

The Finance Committee met on December 17, 2015 at 8:30 AM at the Menominee County Annex Building, Stephenson, MI.

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

**Others present:** Sherry DuPont, Brian Bousley, Diane Lesperance

**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; Com. Cech was absent.

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

**Previous Meeting minutes:** Minutes from 11/23/15 are not yet available for approval.

**Public Comment:** None

\*\*\* Com. Cech enters the meeting at 8:34 AM

**Business:**

- a. **2015/16 Budget Amendments** – **Bousley:** #1 Richard Sexton went to full time status (32 hrs/wk.) so we had to move his part time salary to the full time line item within his budget. #2 in the Sheriff Dept. there was a change with the EO's salary inc. WC, and the Sup.Contract uniform allowance inc. **DuPont:** Can we go back? On the first amendment, Richard's, there's also a workers' comp change there. The worker's comp numbers increased in Dec. for next year, so this whole budget is going to change because of that. **Nelson:** WC is a line item within each department. Starting from Oct. 1, 2015 it will be at .9 and increase to 1.33 in Jan. We're using .9 for the first qtr. And 1.33 for the rest of the budget. **Bousley:** #3 – Concealed Weapon acct.; Marc purchased a printer and increased postage per the new laws. #4- Library received an anonymous grant. #5 – Shakey lakes pavilion roof replacement. This was a 2% Hannahville Grant. #6- Courthouse Screening Area – this is a 2% grant too. #7 – another anonymous grant for the library. #8 – 911 (325) hospital ins. and WC changes. #9 – 911 (326) Hospital Ins. and WC changes. CMI is becoming defunct at the end of the month. We had to go out and find ins. last minute for them. It's a lot more expensive than the teamsters' ins. **Nelson:** 911 has a surcharge for their funding, so this won't come from the general fund. **Bousley:** #10 – Treasurer's office, chg. EO salary; two employees increased within the DMG; and we decreased the PT salary acct. to reflect 25 hrs/wk. (not 29). **Diane:** This was voted to be put in effective immediately. I don't necessarily need a budget for the PA account, but I can take the increase from there if I want. Both girls do work for the PA account, so I can charge it to that acct. **Nelson:** The DMG wasn't budgeted for the start of the FY. It should have gone into next year's budget, per the bylaws/personnel manual. **Diane:** We submitted all of the paperwork in June, it just didn't get done prior to the FY beginning. If I contracted out to have the title searches done, like Julie does, it would cost us an extra 10 to 15,000 dollars. **Nelson:** We did not follow policy, that's the issue at hand. Not about the work they do or the justification. **Schei:** If the PA123 is not required to be budgeted, why budget it in the future. **Diane:** We don't need a budget, being that I'm the foreclosing governmental unit for that fund, I have jurisdiction over that account. **Nelson:** Who's responsible

for the County Budget? **Bousley:** #11 – Family Court, chg in WC; #12 – Probate Court – Chg. In WC; #13 – PA office, Chg in EO salary, WC, New Emp. In DC; #14 – Clerk’s office – chg. In EO salary and WC; #15 – Library, Chg. In employee, WC and DC **DuPont:** the operating transfer will decrease in the library budget too. #16 – B&G WC and Ins. opt out for one employee; #17 – BS&A project – From Designated building fund to a new capital outlay acct.; #18 – Create a special revenue acct. for inmate work detail (Work Van). The work van used to be funded by CUPPAD. That program is no longer funded, so we’ve included it within our sheriff department, having it’s own revenue account to pay for itself. **Nelson:** I’d like to compliment both Mike and Kenny on this, I received some calls to keep this program funded. I get nothing but compliments about this program. It’s a good thing to keep going. #19 – Plus there are multiple changes within the budget due to the WC change. **Nelson:** I would like to see the WC changed to be budgeted within the Other Legislative Account...so for future budgets, it’ll be easier to make a change. Sherry is going to check with the clerk’s office to be sure this can be done. **DuPont:** I checked with the clerk’s office. The FICA and FICA Med automatically comes from the same department as the salary...so this won’t be able to be changed. **Nelson:** Sherry, Do you wish to see the changes for worker’s comp throughout the budget? Sherry has a copy of the budget with all changes. **DuPont:** There is a printed copy and one on your iPads showing the full budget with all WC changes. That includes Revenue accounts; they too will change because of the WC. All changes in RED are to be approved. All accounts that start with a 2, (ex.205) are revenue accounts. We can bring the full budget to the CB, showing all changes in red, for approval, or we can do the GL and revenue accounts separately if you wish. **Com. Hafeman** moves to bring all budget changes (in totality) before the board for approval (showing changes in red). What do we do about the EO Salaries? **Nelson:** well since the board approved the changes, we should accept the changes, it’s after the fact. **Com Schei** seconds the motion. All coms. approve to send this to the CB for approval.

- b. **Twin County Airport Audit – Schei:** When Marinette County pulled out of the airport, which ended July 30 of this year. At that point the commission was defunct and everything was transferred over to Menominee County. The last two months of the budget year were assumed by the Menominee County Budget. So our Auditor (Anderson, Tackman and Co. PLC) did an audit of the first 10 months of the 2015/16 budget of the Airport Commission. This was presented to the Airport Committee on Tuesday evening. There weren’t really any questions. This is available on line. The county audit will include the last two months that they assumed. Otherwise everything looks good. We’re still waiting on the final sign off of the quit claim deed and also there will be a proposed name change which we have to wait for until the transfer of property ownership is complete. All other paperwork is done. Once the property is signed off on, then we can forward to the FAA for final approval. **Nelson:** What’s your current fund balance in the airport accounts? **Schei:** I didn’t bring those documents with me. The audit report is available on the ipads for the coms. **Nelson:** Do we want them to do the airport and the County audit all at once?? All coms. agree to have the auditor do both audits together when the county audit is complete.

**Public Comment:** None

**Commissioner Comment:** **Schei:** will we meet again before the end of the year? Is there a need to meet before then?

**Bousley:** No **Nelson:** Though I essentially I did not agree with the actions of the board, it was the boards wishes to do so, so those are the changes we do make in the budget. Thank you all for coming.

**Adjourn:** Moved by **Com. Hafeman** supported by **Com. Schei** to adjourn the meeting at 9:02 AM. Motion approved 4/0.