

Menominee County Finance Committee
Minutes of Meeting
April 30, 2012

Approved 7/10/2012

The Finance Committee met as a Committee of the Whole on April 30 at 4:00 pm at the Menominee County Courthouse – Administrator’s office/conference Rm. Present at the meeting were Com. Lang, Com. Pearson, Com. Furlong, Com. Jasper, Brian Bousley, & Sherry Smith

Also present: Diane Lesperance

Call Meeting to order: Chairperson Lang called the meeting to order at 4:00 P.M.

Roll Call: Roll call was taken; Com. Meintz was absent.

Agenda was approved by Com. Furlong and supported by Com. Pearson 4-0

Previous Meeting minutes: January 30, 2012 – moved to approve by Com. Lang and supported by Com. Furlong to approve the minutes with corrections (Pg. 3, adjournment, Com. Furlong moved to approve, Com. Lang supported.) 4-0

Public Comment: None

Business:

- a. **Quarterly Review of the Budget expenditures for FY 2011-12 ~ Bousley:**
First we’ll go through GF Revenues...just the ones highlighted, those are the accounts we received more money than budgeted. Pg. 3, workers comp refund. Where we budgeted 35,000 we actually got 83,953. Lang: shouldn’t we be worried about the ones that have zero. Bousley: normally you would; But I’ve looked back at where we were at this time last year, it’s almost the same. A lot of those moneys don’t come in till the end of the year. Furlong: OK, so we’re at about 6 mos., so these accounts should be coming in at about 50%? Correct. So anything over 50%...Bousley: revenues are different, this is incoming money, it’s just a matter of when the monies are deposited into the accounts. A lot of grants aren’t paid until the end of the FY. Bousley: Expenses...pg. 6 of 41. Hosp. ins., Hosp. Deduct. – the first three months of this FY were paid out to BCBS at a much higher rate...In Jan. we turned over to teamsters, so it’ll start to even out. What this doesn’t reflect is an approx. 200,000 credit from BCBS. This came when we paid BCBS in advance, and also had to pay teamsters. There’ll be a surplus in the HRA account. There are only 16 people on the HRA at this time, so we’ll have a credit of about 100,000 there. Furlong: When there is money left over in an account, what happens to the money?
Brian: The money just stays in the GF. (Any money left over goes back into the

general fund, or never moves). FOC has a 215 account. This is money from the state that can only be used for specific items approved by the judge. A lot of the remodeling and carpet was paid for out of that acct. that 215 acct. is from bench warrants. Furlong: So what's in that acct. now? They just use it for unbudgeted stuff? Bousley: The state allows them to use it for certain things. Furlong: OK look at the office equip maintenance, we budget 1,000 of county money but there's money in the 215 acct. that can be used instead. Shouldn't some of their operating money come out of that "slush fund" account instead of the general fund? A few years back the sheriff dept. had a "prisoner board" account. They spent a lot of that money for office furniture and things needed for the office. The taxpayer paid for the room and board of the prisoners, so this money now goes back into the general fund. So if FOC is sitting on a good amount of money, shouldn't that money be available to be used in place of some of the general fund money? Lang: So do the budget transfers have to be agreed to before or after the fact? Bousley: Right now the way it's supposed to work is, through the quarter we'll have everything prepared on a budget transfer spreadsheet, then we have the finance meeting, we'll go through them, write it up, then it's transferred. Lang: A budget isn't a plan to spend money, it's a political statement, really. If a department has a "slush fund" they don't have to follow the general rule? If they've got a supply to augment their budget without the County Board approval, it might go against a long range plan the commissioners have planned. Jasper, I would have to agree, if there's a huge amount, it should be used for some of the budgeted items. Bousley: let me look further into this. Moving on, Administration – office supplies, unallocated was for a Sage program update for the pay system. PA, blood draws and witness fees are over budgeted. Dan will have to do a budget amendment. Department heads really take ownership in their accounts. They do a good job staying within their bottom line. Inmate phone cards: Lang: how does that work? Bousley, I don't know, I'll have to find out. Furlong: Do we have a contract for Joel Hensley? Bousley: Yes Furlong: How is that done? Shouldn't this be put out for public bids? Bousley: It's always been just done through the sheriff department, we've never had a say in the contract. More discussion on the contract for the jail nurse. Furlong: Just because it's always been signed by the sheriff and not the county board, doesn't mean its right. Bousley: County Parks: Ins. HRA won't be used. DEQ permits. Programming, Digital Rez software update was a lot more than usual this year. We under budgeted in that account from the start. We'll have to do a budget amendment for that acct. A lot of the equipment needed repairs this year, so we should be good there, everything's been fixed. 9-1-1, we should be getting some of the telephone \$ back with some rebates from AT&T. They are still working on the rebates that we were told we'd get. Travel, will have to be adjusted. It's for employee training. This will be reimbursed from the grant.

- b. FY 2011/12 Budget Amendments** ~ For the first and second quarter. There were 17 budget amendments. Discussion of each item to explain each budget amendment. Pearson: These are items that you've already taken care of? Bousley: No they have to be approved by you before we take care of them.

Discussion on the re-monumentation account. Grant amount was more than what was originally budgeted, so we had to correct the budget to what the state grant pays. FOC – 215 account – this account is a revolving acct that generates revenue from bench warrants. ...So we need to recommend to move this forward to the County Board for an approval. **Furlong: I make a motion to recommend the budget amendments be approved at the next county board meeting, support by Lang. All concur. 4-0**

- c. **Discussion of FY 2012-13 Budget Process – Timeline** ~ Bousley: Last year the biggest concern was public input. I thought I'd have a quick public input session before the May 22nd CB meeting and get public input prior to any budget being put out. Furlong: This timeline basically follows our bylaws. Bousley: Appropriations. There was a question about bringing in the people that ask for an appropriation to discuss what they will use the money for. Furlong: We ask for financials, if they don't send us what is asked for back, then I don't have a problem "not" giving them money. Lang: Read a letter from the state in ref. to the deficit elimination plan, and corrective actions.

Public Comment: None

Commissioner Comment: None

Any Other Items Members May Wish to Present: None

Adjournment: Moved by Com. Pearson seconded by Com. Furlong to adjourn at 5:05 P.M.
Motion approved 4/0