

**ANTRIM COUNTY BOARD OF COMMISSIONERS**  
**Special Meeting Minutes – 2020 Budget Workshop**  
**August 29, 2019**

Members present: David Heeres, Karen Bargy, Ed Boettcher, Brenda Ricksgers, Dawn LaVanway, Christian Marcus

Members absent: Joshua Watrous, Terry VanAlstine, Jason Helwig

Others: Deb Haydell, Sherry Comben, Sheryl Guy, Peter Garwood, Travis Youatt, Dan Bean, Patty Niepoth, Bill Hefferan, Dan Bean

Vice-Chair Karen Bargy called the meeting to order at 9:09 a.m.

**MINUTES:**

It was moved by Heeres, seconded by Ricksgers, that the workshop minutes of August ~~29~~ 26, 2019 be approved as written. Motion carried – all present voting yes. **Per workshop 9/4/2019**

The Vice-Chair Bargy addressed the members with a re-cap of the August 26, 2019 work session:

- Capital Outlay
- Health Insurance No increases in premium – Insurance Caps not determined.
- No union contracts negotiations/Wages to be determined: Elected Officials, Department Heads, Unrepresented seasonal and part-time employees
- 27 payrolls in 2020
- **Act Negotiations 2019 Fund 588 Appropriation - Per Workshop 9/4/2019**

**GENERAL FUND 101 Expenditures Proposed: Deb Haydell, Finance Director/Chief Administrative Officer review each department and line items.**

An asterisk (\*) indicates departments that will be revisited due to questions asked that need answers.

101-101	Commissioners	No changes	
101-131	Circuit Court	No changes	
101-132	Family Division – Circuit Court	No changes	<b>*Review Annuity and Health Ins. See (148)</b>
101-133	Circuit Court Probate	No changes	
101-134	Family Court –Detention Services	No changes	
101-136	District Court		<b>*Review Health Insurance &amp; Retirement totals</b>
101-141	Friend of the Court	No changes	
101-148	Probate Court	No changes	<b>*Review Annuity &amp; Health Ins. See (132)</b>

**GENERAL FUND 101 continued.**

101-165	Jury Commission	No changes	
101-172	County Administrator	No changes	
101-191	Accounting	No changes	
101-212	Budget Accounting Services	No changes	
101-215	County Clerk	No changes	
101-216	Communications	No changes	
101-228	I.T. – Computer	No changes	
101-233	Purchasing	No changes	
101-250	Tax Allocation	No changes	
101-253	County Treasurer	No changes	
101-257	Equalization	No changes	<u>Note: 708 wage PT (shared position Abstract)</u>
101-261	MSU Extension	No changes	<b>Benefits Per 9/4/2019</b>
101-262	Elections	No changes	
101-263	Grove Street Annex	No changes	
101-264	'05 Courthouse	No changes	
101-265	Building & Grounds	No changes	
101-266	New Building – Bank	No changes	
101-267	Prosecuting Attorney	\$-28,860.00	<b>*706 New position Clerk II pull from budget (Deb review all benefits from 714 to 724)</b>

Members – Recessed to take a Lunch break from 12:30 p.m. to 1:00 p.m.

The Vice-Chair Commissioner Bargy called the Work Session back to order at 1:00 p.m.

**GENERAL FUND 101 continued.**

101-268	Register of Deeds	No changes	<b>*Review Retirement 718</b>
101-269	Microfilm	No changes	
101-270	Human Resources	No changes	
101-271	Plat Board	No changes	
101-272	Prosecuting Attorney – Victims Rights	No changes	
101-273	Prosecuting Attorney-Child Support/IVD	No changes	
101-275	Drain Commissioner	No changes	
101-277	Abstract	No changes	<u>Note: 708 position shared with Equalization Benefits</u> <b>Per 9/4/2019</b>
101-278	Survey & Remonumentation	No changes	
101-301	Sheriff		<b>* 705 Remove \$5,400 a 1 time other pay per union agreement/Budget amendments to be reviewed 2019 and check employees and pay codes to verify 2020 proposed increases.</b>
101-331	Marine	No changes	<u>Note: revenue projected State \$37,500.00</u>
101-334	Secondary Roads		<b>*Review time sheets to verify O.T proposed</b> <u>Note: revenue projected State \$38,525.00</u>
101-335	Traverse Narcotics Team	No changes	<u>Note – some shared cost in Sheriff Budget</u>
101-351	Jail	No changes	<b>*Health Insurance reduction review</b>
101-352	Zero Tolerance	No changes	<u>Note: Line item 802 – Blood testing MDOC revenues \$60,000.00</u>

**GENERAL FUND 101 continued.**

101-426      Emergency Services      **\*Telephone/travel/Equipment (radio) Clarification**

101-430      Animal Control      No changes

Commissioner Marcus left meeting at 3:30 p.m.

101-442      Dams and Dams Operator      **\*All Hydrology items be removed and be relocated into another departmental or special project.**

Commissioner Boettcher left meeting at 3:45 p.m. returned at 3:49 p.m.

101-601      Health      **\*Removed \$11,000.00 jail support**

101-671      Welfare      No changes

101-673      Aging – Not Reimbursed  
No changes

101-682      Veterans Affairs      **\*Annuity Benefit and telephone clarification**

101-694      Housing Administration  
No changes

**Pick-up at the next 2020 Budget Work Session the General Fund 101, Resource Recovery Department 719.**

**SPECIAL NOTES:**

Budgeting for additional staff is not to be part of the annual budget process. Department heads are to meet with the Human Resource Director and prepare proposal for the Board of Commissioners to consider.

**RE-CAP: BOARDS REQUEST FOR CLARIFICATION:**

**To be addressed at the next Budget Work Session Wednesday, September 4, 2019.**

Deb Haydell, Finance Director/Chief Administrative Officer to review the following departments and miscellaneous questions regarding wages and fringes as discussed.

- 101-132      Family Court: Health Insurance & Retirement totals.
- 101-136      District Court: Health Insurance & Retirement totals.
- 101-267      Prosecuting Attorney: Remove new hire Clerk II **\$28,860.00** plus fringes.
- 101-268      Register of Deeds: Retirement totals.

**RE-CAP continued.**

- 101-301 Sheriff: Remove **\$5,400.00** a 2019 a one-time payout per Command Unit Contract.  
Review 2019 amendments to verify wages and benefits as negotiated in Union contracts for the (Cooks, Clerical, Corrections and Deputies and Dispatchers).
- 101-334 Secondary Roads: Over-time line item review.
- 101-351 Jail: Health Insurance.
- 101-426 Emergency Services: Telephone, Travel & Equipment (radio).
- 101-442 Dams & Dam Operator: Remove all Hydrology line items and separate from Budget – Special Project.
- 101-601 Health: Remove **\$11,000.00** for jail support services.
- 101-682 Veterans Affairs: Annuity Benefit & telephone.

**Removed from budgets:**

This is a flat number and does not include any corresponding benefit costs if associated with wages.

~~\$45,260.00~~ Per 9/4/2019

The Vice-Chair Bargy reminded the members that the next Budget Work Session scheduled for Wednesday, September 4, 2019 at 9:00 a.m.

The Work Session adjourned at 4:09 p.m.