

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

Monday, January 5, 2004

Present: Laura Stanek, Larry Bargy, Robert McLeod

Absent: None

Also present: Jack White, Laura Sexton

The meeting came to order at 9:00 a.m. in the County Clerk's office.

1. It was moved by McLeod, seconded by Bargy that it be recommended to the Board of Commissioners the Resolution establishing the 2003 Tax Payment Revolving Fund be approved. (Estimated cost of delinquent taxes - \$3.5 to 4 million dollars). All voted yes

2. The claims and accounts totaling \$42,869.73 were examined and recommended for payment.

The meeting adjourned at 10:30 a.m.

fncmin01.boc

Laurie – amount of bills received too late for inclusion - \$1,102.74

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

Monday, February 9, 2004

Present: Laura Stanek, Larry Bargy, Robert McLeod

Absent: None

Also present: Laura Sexton

The meeting came to order at 9:00 a.m. in the County Clerk's office.

There was discussion on the need for additional funding for a grant match for runway safety at the Airport. It is estimated at approximately \$20,000. The matter was tabled.

Howard Yamaguchi, Associate Planner, presented a requested from the Mancelona Water & Sewer Authority for a contribution from the County of \$10,000. He was asked to have someone from the Authority come to Finance with a proposed budget. He was also asked to find out if Custer Township had been asked for a contribution.

Mr. Yamaguchi also announced a Parks and Recreation Forum at Camp Hayo-Went-Ha on March 12 which would involve all townships and villages. He requested \$800 for Forum expenses.

1. It was moved by McLeod, seconded by Bargy that it be recommended to the Board of Commissioners \$500 be expended from the Forestry Fund and \$300 be expended from the General Fund (Special Projects) for the Parks and Recreation Forum. All voted yes.

2. It was moved by Bargy, seconded by McLeod it be recommended to the Board that the Household Hazardous Waste line item in the General Fund Resource Recovery budget be increased to \$15,000. All voted yes.

3. It was moved by McLeod, seconded by Bargy it be recommended to the Board \$23,629.00 be transferred from Contingencies to Sheriff in the 2004 General Fund budget for payment of back pay to members of the Corrections Union. All voted yes.

William Hefferan, Probate Court Administrator, announced that the court had received a \$15,000 grant from Grand Traverse Circuit Court for administration of drug tests to juveniles.

Terry Johnson informed that the 911 lien system computer was outdated and requested replacement, cost to be \$1,200.

4. It was moved by Bargy, seconded by McLeod it be recommended to the Board of Commissioners up to \$1,200 be expended from Wireless Funds for a computer for the lien. All voted yes.

It was moved by McLeod, seconded by Bargy that, as directed by PA 124 of 2003, the County Treasurer, Prosecuting Attorney, and Sheriff formulate a policy for extracting funds from the Inmate Trust Funds for booking fees for presentation to the Board of Commissioners as soon as possible. All voted yes.

The Chairman announced the Beginning Fund Balance for 2004 would larger than anticipated at budget time.

5. It was moved by Bargy, seconded by McLeod it be recommended to the Board the following 2004 General Fund budget adjustments be approved:

a) add vehicle for Sheriff Department	22,000
b) increase Soil Erosion administration	10,000
c.) increase appropriation to NLEA	5,000
d) increase appropriation to Road Patrol Fund	25,000
e) increase amount for Abstract Dept. part time employee	7,500
f) eliminate General Fund revenue from Dams Reserve Fund	200,000
g) eliminate General Fund revenue from Antrim Creek Fund	40,000
TOTAL	309,500

All voted yes.

6. It was moved by McLeod, seconded by Bargy it be recommended to the Board that \$6,000 be transferred from the General Fund to the Prosecuting Attorney Legal Fund for prosecution expenses of a current trial. All vote yes.

7. It was moved by McLeod, seconded by Bargy it be recommended to the Board that the \$703.18 remaining in the Barnes Park Grant Fund be transferred to the grant Match Reserve Fund. All voted yes.

Janet Person from the Antrim Conservation District requested the Board of Commissioners approve putting a millage of .16 mills for four years on the August, 2004 Primary ballot.

8. It was moved by McLeod, seconded by Bargy it be recommended to the Board that a ballot question requesting .16 mill for four years for Antrim Conservation District be placed on the August, 2004 Primary ballot. All voted yes.

9. It was moved by Bargy, seconded by McLeod it be recommended to the Board that Funds #466 (Capital Projects, Jail) and #470 (Capital Projects, Buildings & Structures) be combined into one fund, Fund #470, and the revenue of inmate room and board continue to be receipted into that fund. All voted yes.

10. It was moved by Bargy, seconded by McLeod it be recommended to the Board the claims and accounts totaling \$89,911.87 be approved and paid. All voted yes.

The meeting adjourned at 11:30 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

Monday, March 08, 2004

The meeting came to order at 9:00 a.m. in the County Clerk's office.

Present: Laura Stanek, Larry Bargy, Robert McLeod

Absent None

Also present: Laura Sexton, Michael Crawford

1. It was moved by McLeod, seconded by Bargy it be recommended to the Board of Commissioners the claims and accounts totaling \$ 48,186.05 be approved and recommended for payment. All votes yes.

Jane MacDonald, Barry Gourdie, and Larry Murton appeared on behalf of the Mancelona Area Water and Sewer Authority. Sherry Comben also joined the meeting.

The Authority reiterated its request for an appropriation from the County of \$10,000. There as further discussion on the project. The Finance Committee indicated it is waiting to see what involvement there is from the local government units i.e. Mancelona Township, Custer Township, and Mancelona Village.

Sherry Comben, County Treasurer presented a quote on purchase of two chairs.

2. It was moved by McLeod, seconded by Bargy it be recommended the County Treasurer purchase two chairs for \$279.98 and \$320.00 as budgeted in the 2004 General Fund budget. All voted yes.

3. It was moved by McLeod, seconded by Bargy it be recommended to the Board the 2004 budget for the Elk Rapids Day Park be reduced from \$10,518.00 to \$7,500.00. All voted yes.

There was discussion on the hiring freeze.

The County Clerk reported that the State Court was providing six new computers for court use in the County Clerk's office and requested an additional \$62 per computer for monitors.

4. It was moved by McLeod, seconded by Bargy it be recommended to the Board of Commissioners \$372.00 be added to the Capital Outlay for monitors for the County Clerk's Circuit Court computers. All voted yes.

Howard Yamaguchi, Associate Planner, presented a request to survey the Antrim County property adjacent to the Bouwens property on Six Mile Lake Road in Echo Township.

5. It was moved by McLeod, seconded by Bargo it be recommended to the Board Eagle Land Surveying be hired to survey county property in the south ¼ of Section 8 in Echo Township being Government Lot 2 lying north of the Intermediate River. All voted yes.

6. There was discussion of the Lands Committee recommendation to give the Antrim County Conservation District 75% of the proceeds from surface damages by gas and oil companies on county lands. It was decided to propose it **for discussion by the entire Board** before making a recommendation.

7. It was moved by McLeod, seconded by Bargo it be recommended to the Board \$265 be expended for an advertisement on the 2004 tourist map of Antrim County as prepared by Fen's Rim. All voted yes.

8. It was moved by McLeod, seconded by Bargo it be recommended to the Board that \$2,500 be added to the Parks and Recreation Commission budget for per diem and mileage. All voted yes.

9. It was moved by McLeod, seconded by Bargo it be recommended to the Board that \$3,500 be paid up front to pay for log downing costs to prepare the logs for use in the Barnes Park log cabin nature center construction with the amount to be reimbursed from the grant funds at a later date. All voted yes.

Peter Garwood, Coordinator/ Planner reported that the Family Independence Agency would like to extend the rental contract for five years with a renewal option at the end of five years. He also suggested the base rate be reexamined.

The meeting adjourned at 12:00 noon.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

Monday, April 05, 2004

The meeting came to order at 9:00 a.m. in the County Clerk's office.

Present: Laura Stanek, Larry Bargy, Robert McLeod

Absent: None

Also present: Jack White, Laura Sexton.

The meeting convened at 9:00 a.m.

1. It was moved by Bargy, seconded by McLeod it be recommended to the Board of Commissioners, the claims and accounts totaling \$45,742.44 be approved and paid. All voted yes.

There was discussion on the auditor's recommendations in the 2002 Audit Report.

2. It was moved by McLeod, seconded by Bargy it be recommended to the Board a Grant Policy be established under direction of the Administration Committee incorporating previous actions taken on grant submission and grant approval and also establishing criteria for grant reporting. All voted yes.

3. It was moved by McLeod, seconded by Bargy it be recommended to the Board the agreement between the County and the Antrim Conservation District be amended to include ACD compliance with the Federal Single Audit requirements. All voted yes.

Mark Randolph requested assistance with improvement of a road in the Grass River Natural Area to allow more clearance for emergency vehicles.

4. It was moved by McLeod, seconded by Bargy it be recommended to the Board that \$10,000 be appropriated to the Grass River Fund from the Forestry Fund, at least \$5,000 of which would be repaid to the Forestry Fund by Grass River Natural Area Inc. All voted yes.

Judy Martin and Blair Coutant from Meadowbrook Medical Care Facility presented a report on the 2004 revenue and expenditures and a projection of the next three years revenue and expenditures.

Charles Koop, Prosecuting Attorney, presented a request for purchase of a copier.

It was moved by McLeod, seconded by Bargy the Prosecuting Attorney lease a copier for 48 months at \$25.84/month with a \$.0175/copy maintenance agreement to be paid from the existing Prosecuting Attorney budget. All voted yes.

There was discussion on Commissioner salaries and fringes and on health insurance in general.

The meeting adjourned at 11:30.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

Monday, May 10, 2004

The meeting convened in the County Clerk's office at 9:00 a.m.

Present: Laura Stanek, Larry Bargy, Robert McLeod

Also present: Laura Sexton, Jack White

1. It was moved by McLeod, seconded by Bargy it be recommended to the Board of Commissioners the claims and accounts totaling \$77,446.56 be approved and paid. All voted yes.

2. It was moved by McLeod, seconded by Bargy it be recommended to the Board the following proposal for .4 mil for Commission on Aging be presented to the electorate at the August 3, 2004 Primary Election:

Commission on Aging Millage Proposal

Being a renewal of 2000 millage, shall the limitation on the amount of ad valorem taxes which may be levied by the County of Antrim, Michigan against all taxable property within Antrim County be increased by four/tenths (4/10) of 1 mil (.40 cents on each \$1,000 of taxable valuation) for a period of four years, 2005, 2006, 2007, and 2008 inclusive, to provide operational funding for the Antrim County Commission on Aging. If approved and levied in its entirety this millage would raise an estimated \$446,695 for the County in 2005.

All voted yes.

Terry Johnson, Sheriff requested payment of a bill from Cathy Musser for an unusual boarding of 17 dogs to be paid from the Animal Donations Fund.

3. It was moved by McLeod, seconded by Bargy it be recommended \$3,975 be paid from the Animal Donations Fund to Cathy Musser for boarding of 17 dogs, money to be reimbursed from criminal restitution to be paid by the former owner. All voted yes.

The Sheriff reported the reimbursement from the Department of Natural Resources for the 2002 Marine program would not be coming to due to loss of the final report at the state level. He was asked to talk to either Senator Jason Allen or Senator Michelle McManus about this.

Janet Person reported on the necessity for the Antrim Conservation District to have an Annual Single Audit Report. She said the accountants, Keskin, Cook, Miller, Smith & Alexander LLP, examined the District's books and said they did not need to have a Single Audit.

Finance Committee – May 10, 2004 page two

The Committee indicated to Ms Person that it would be desirable to include an audit

requirement in the contract between the District and Antrim County. Peter Garwood will make the necessary arrangements.

Patty Niepoth, Register of Deeds, requested purchase of a FAX. She indicated she could purchase this from her office supplies which was approved.

The County Clerk reported on the emergency septic repair at the Emergency Services Building.

4. It was moved by Bargy, seconded by McLeod it be recommended \$1,875 be transferred from the Special Projects budget to the Emergency Services budget (both in the General Fund) for payment of expenses relating to installation of a new septic system at the Emergency Services Building. All voted yes.

Bill Hefferan, Probate Court, presented a request for funding for wiring of the 14 computers given to the Circuit and District Courts by the state.

5. It was moved by Bargy, seconded by McLeod it be recommended to the Board that \$2,400 be expended for wiring for the judicial network, funds to be reimbursed by the State. All voted yes.

6. It was moved by McLeod, seconded by Bargy it be recommended to the Board that up to \$1,400 be expended for installation of computers for the judicial network, funds to be reimbursed by the State. All voted yes.

Special Finance Committee meetings for budget were set for Thursday, August 19, Wednesday, August 25, and Tuesday, August 31.

The meeting adjourned at 11:30 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

Monday June 7, 2004

The meeting convened in the County Clerk's office at 9:00 a.m.

Present: Laura Stanek, Larry Bargy, Robert McLeod

Also present: Margaret VanLooy

- 1. It was moved by McLeod, seconded by Bargy** it be recommended to the Board of Commissioners the claims and accounts totaling \$58,186.54 be approved and paid. All voted yes.

Carol Stocking, District Court Administrator appeared before the Board with questions regarding the juror fees budget. After a review of the 2004 budget, it was agreed that the adjustments had been made by the Board of Commissioners at the October 9, 2003 meeting and the amount listed as a line item is correct in the 2004 budget. It was noted that the amount of juror fees and mileage paid by Antrim County is higher than most of the other counties. (Antrim pays \$25/\$50 compared to \$12.50/\$25)

Carol also discussed the possibility of credit card approval for payments to the county. She and Sherry Comben will work together to present this information at the July 6th finance meeting.

Sherry Comben informed the committee that Star Twp Treasurer -Pat Milligan has resigned and that the township would like to contract the County Treasurer to collect the summer taxes for the township at a rate of \$2.50 per parcel. They are working out the contract details with the Charlie Koop

- 2. It was moved by McLeod, seconded by Bargy** it b recommended to the Board of Commissioners that the County Treasurer and Star Township enter into a contract in which the County Treasurer would collect the summer taxes for the township at a rate of \$2.50 per every parcel billed and receipts sent out by the County Treasurer. All voted yes.

Janet Person requested that the Board of Commissioners approve a grant for Antrim Creek Natural Area. The amount requested would be \$54,729.00 with a cash match of \$8,700 from the county.

- 3. It was moved by McLeod, seconded by Bargy** it be recommended to the Board of Commissioners to approve a grant for Antrim Creek Natural Area in the amount of \$54,729.00 with a cash match of \$8,700.00 from the county to be taken from the Antrim Creek Natural Area Reserve Fund. Motion carried

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bary

Robert McLeod

Tuesday, July 06, 2004

Present: Laura Stanek, Larry Bary, Robert McLeod

Also present: Jack White, Laura Sexton

The meeting convened at 9:00 a.m. in the County Clerk's office.

Patty Lowery presented a request for the 2005 proposed budget.

It was moved by McLeod, seconded by Stanek the request of \$25,000 for Housing be presented to the Finance Committee for final consideration. Yes – McLeod, Stanek; No – Bary.

Robert Englebrecht presented requests for the 2005 budget for Equalization, GIS, and Capital Outlay. He prioritized his Capital Outlay request as follows: 1) Digital Camera, 2) Laser Printer, 3) Map cabinet. He suggested the shredder be covered under the Homestead Fund.

It was moved by McLeod, seconded by Bary the Equalization and GIS budgets be presented to the Finance Committee for final consideration and the Capital Outlay request be presented as amended. All voted yes.

Patty Niepoth presented requests for the 2005 budget for Register of Deeds, Microfilm, Plat Board, Register of Deed Automation Fund, and Capital Outlay. She was requested to present Capital Outlay requests with more detail and prioritized. There was discussion on paying for upgrades to the Abstract Department computer equipment and software to insure compatibility with the Register of Deeds new programs. The Register of Deeds will consult with Charles Koop. The Register was also requested to supply the Finance Committee with a copy of the contract with ACS.

It was moved by McLeod, seconded by Bary the Register of Deeds, Microfilm, Plat Board, and Register of Deeds Automation Fund budget requests be presented to the Finance Committee for final consideration and the Capital Outlay requests for both Register of Deeds and Rof D Automation Fund be presented as revised. All voted yes.

Sherry Comben announced she has an employee who is leaving and requested reinstatement of funding for the position.

1. It was moved by Bary, seconded by McLeod it be recommended to the Board of Commissioners the funding for the vacant County Treasurer position be reinstated. All voted yes.

Sherry Comben presented requests for the 2005 budget for County Treasurer, Homestead

Fund, and Capital Outlay. She prioritized her Capital Outlay as follows: 1) 2 computers, 2) work station, 3) copier. She indicated the shredder could be purchased from the Homestead Fund.

It was moved by McLeod, seconded by Bargy the County Treasurer, and Homestead Fund with Capital Outlay 2005 budget requests be presented to the Finance Committee for final consideration. All voted yes.

Laura Sexton presented the 2005 budget requests for County Clerk, Capital Outlay, and several other cost centers. She was requested to check the health insurance line item in the fringe benefits budget request.

It was moved by McLeod, seconded by Bargy the 2005 budget requests for County Clerk, Commissioners, Jury Commission, Budget/Accounting Services, Communications, Computer, Purchasing, Elections, Survey & Remonumentation, Dams, Insurance & Bonds, Fringe Benefits (with correction), and Special Projects be presented to the Finance Committee for final consideration. All voted yes.

Carol Stocking reported the District Court would be taking credit card payments through the Government Payment Services with the fee being paid by the user.

2. It was moved by McLeod, seconded by Bargy it be recommended to the Board of Commissioners the District Court accept credit card payments through Government Payment Services with the fee being paid by the user. All voted yes.

3. It was moved by Bargy, seconded by McLeod it be recommended to the Board of Commissioners the Claims and Accounts totaling \$71,910.84 be paid. All voted yes.

The meeting adjourned at 10:45 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

Monday, August 09, 2004

Present: Laura Stanek, Larry Bargy, Robert McLeod

Absent:

Also present: Jack White, Laura Sexton

The meeting came to order at 9:00 a.m. in the County Clerk's office.

The budget meeting was changed from August 25 to August 27.

Tim Tilley and Dan Bean requested repair or replacement of a boat motor. The cost for repair is approximately \$3,000. Cost for replacement was quoted as \$13,720 with the possibility of a government discount. They were sent back to obtain an accurate quote on replacement and check on warranty extension.

1. It was moved by Bargy, seconded by McLeod it be recommended to the Board of Commissioners a new motor be purchased for the Marine Department contingent upon the government pricing information and that the price of the motor be transferred from Capital Outlay Reserve Fund to the General Fund. All voted yes.

Janet Person and Jim Ferguson from the Antrim Conservation District requested the defeated August 3 millage proposal be placed on the ballot again in November.

It was moved by McLeod it be recommended to the Board the ACD ballot proposal be placed on the ballot again in November. Motion died for lack of support.

It was decided to present the ACD ballot question to the Board of Commissioners without recommendation for their consideration.

2. It was moved by Bargy, seconded by McLeod it be recommended to the Board of Commissioners the claims and accounts totaling \$97,979.69 be approved for payment. All voted yes.

The meeting adjourned at 10:45 a.m.

Dan Bean returned with the following information on the boat motor:

1. Government price cost for a new motor would be \$9,500; labor - \$520; total cost - \$10,200.
2. Company assurance the warranty would be extended

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FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bary

Robert McLeod

The Finance Committee convened on Thursday, August 19, 2004 at 9:00 a.m. in the County Clerk's office for the purpose of reviewing 2005 budget requests and constructing the 2005 budget.

Present: Laura Stanek, Larry Bary, Robert McLeod;

Absent: None;

Also present: Laura Sexton, Jack White

The committee agreed to the following changes to budget expenditure requests:

Department	Account		Decrease	Increase	
212 – Accounting	802.805	computer study	50,000		
233 – Purchasing	712.703	supervisor training	6,000		
966 – Appropriations	956.002	ACD river restorat.	40,000		
	956.012	No. Lakes Econ. All	5,000		
	956.013	Sm Bus. consultant	5,000		
	956.223	Grass River	21,870		
	956.261	911 Fund	175,763		
	956.470	Capital Projects	100,000		
	956.756	Barnes grant match	34,635*		
	956.266	K-9 Fund	10,000		
	901 – Capital Outlay	980.131	Circuit Court	4,000	
		980.253	Co. Treasurer	4,000	
980.257		Equalization	1,650		
980.261		MSU Extension		2,300	
980.268		Reg. of Deeds	3,000		
980.277		Abstract Dept.	1,200		
980.301		Sheriff	12,700		
980.331		Marine	8,000		
980.334	Secondary Roads	28,000			
980.426	Emergency Serv.	5,600			
980.721	Coord./Plan	5,350			
980.756	Parks	900			

* Grant match will come from Fund #161, Grant Match Reserve

The Sheriff came in to answer inquiries about his budget requests. He explained the need for the part time court officer and the agreement with TNT for a lease vehicle. He also explained the increase of hours for Marine and informed that the equipment maintenance agreement at the Jail was for the lien machine.

The Committee agreed to the following changes to budget requests:

Department	Account	Decrease	Increase
132 Family Division	709 Overtime	5,000	
	933.001 Equip. maint.	3,000	
	806 Legal – appt. atty	10,000	
136 District Court	806 Legal – appt. atty.	10,000	
	941 Equip. lease	1,500	
261 MSU Extension	861 Travel	1,000	
301 Sheriff	727 Office supplies	3,200	
	741 Operating supplies	3,000	
	742.001 Uniform cleaning	1,500	
	861 Prisoner transport	5,000	
	941 Equip. lease	500	
331 Marine	708 Part time wages	6,000	
	741 Supplies	1,500	
334 Secondary Roads	721 Personal leave	800	
	980 Vehicles	2,500	
426 Emerg. Serv.	802 Cont. services	675	
441 Brd of Pub Wrk	710.001 Per diem	560	
	727 Office supplies	160	
	861 Travel	280	
695 Housing	802 General expense	25,000	
719 Resource Rec.	802.025 Solid waste	17,500	
752 Parks Comm.	802.756 E.R. Fish Park	1,000*	
756 Parks	727 Office supplies	1,000	
	741 Operating supplies	5,547	
	932 Bldg. maintenance	1,000	

*Request will be included in Fund #464, Elk Rapids Fishing Park

There was discussion on approaching the Village of Elk Rapids again about taking over the Elk Rapids Park.

The meeting adjourned at 3:00 p.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

The Finance Committee meeting convened on Friday, August 27, 2004 at 9:15 a.m. at the Dial-a-Ride Building.

Present: Laura Stanek, Larry Bargy, Robert McLeod

Absent: None

Also present: Laura Sexton, Jack White

The Clerk was requested to have Meadowbrook and Commission on Aging attend the next Finance meeting about millage requests for the 2004 Tax levy.

The committee agreed on the following changes to budget expenditure requests:

Department	Account	Decrease	Increase
101 Commissioners	861 Travel	1,000	
131 Circuit Court	861 Travel	1,000	
	806 Legal appnt. atty.	10,000	
132 Family Division	712 Training	1,000	
	861 Travel	1,000	
136 District Court	712 Training	1,000	
	862 Convention	1,500	
148 Probate Court	861 Travel	1,000	
230 Victims Rights	901 Printing & Publishing	2,000	
253 Co. Treasurer	861 Travel	1,000	
	933.001 Equip. maint.	1,000	
257 Equalization	712 Training	1,000	
	861 Travel	500	
	727 Office supplies	1,000	
261 MSU Extension	727 Office supplies	500	
267 Pros. Attorney	712 Training	500	
	861 Travel	500	
268 Reg. of Deeds	861 Travel	700	
275 Drain Comm.	861 Travel	1,000	
277 Abstract Dept.	933.981 Maint. – books	1,000	
295 Airport	708 Summer Intern	2,400	
	861 Travel	500	
301 Sheriff	941.335 TNT vehicle lease	7,000	
721 Coord/Planner	712 Training	500	
	861 Travel	500	
752 Parks Comm.	802 Cont. Services	500	
756 Parks	718 Retirement	500	
	901 Printing & publishing	1,000	

Bob Massey and Peter Garwood presented the 2005 budget request for the

Construction Code Enforcement Department. The part time clerical will be eliminated.

Mr. Massey also presented the proposed fee schedule.

1. It was moved by McLeod, seconded by Bargy it be recommended to the Board of Commissioners the proposed fee schedule for Construction Code Enforcement be adopted. All voted yes.

The Clerk was requested to ask the Airport Manager about the fuel truck lease and why no payments had been made on it in 2004 and to ask the Sheriff about the TNT lease vehicle and why no payment had been made on it in 2004.

The meeting adjourned at 11:45 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

Tuesday, September 07, 2004

The meeting convened at 9:00 a.m. in the County Clerk's office.

Present: Laura Stanek, Larry Bargy, Robert McLeod

Absent:

Also present: Laura Sexton, Jack White

It was moved by McLeod, seconded by Bargy the Public Works Committee be requested to explore the economic feasibility of providing vehicles for building inspectors. Motion carried all members voting yes.

Carol Mitchell — COA millage

1. **It was moved by McLeod, seconded by Bargy** it be recommended to the Board of Commissioners the Commission on Aging millage for 2004 be set at 0.3734 mills. All voted yes.

Peter Garwood — budget adjustment for '05 Courthouse roof project.

2. **It was moved by McLeod, seconded by Bargy** it be recommended to the Board of Commissioners the expenditure budget of the '05 Courthouse cost center of Fund #470 be increased by \$6,000 due to increased expense for the '05 Courthouse roof replacement. All voted yes.

3. **It was moved by McLeod, seconded by Bargy** it be recommended to the Board of Commissioners that sixty-six (66) fire rings be purchased for Barnes Park at a total cost of \$6,600 and \$6,600 be transferred from Contingencies to Barnes Park cost center in the 2004 General Fund budget and the Coordinator/Planner apply for a grant from Michigan Municipal Risk for partial reimbursement for the cost of the fire rings. All voted yes.

Judy Martin, Blair Coutant, Mike Paradis — Meadowbrook MCF 2004 millage request.

4. **It was moved by McLeod, seconded by Bargy** it be recommended to the Board of Commissioners the Meadowbrook Medical Care millage for 2004 be set at 0.7203. All voted yes.

5. **It was moved by McLeod, seconded by Bargy** it be recommended to the Board of Commissioners the General Fund millage for 2004 be set at 5.0437. All voted yes.

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David Vitale — truck purchase for County Building.

Mr. Bargy stated it would be best to purchase a truck for Animal Control and pass the used truck on to the Maintenance Department. Sheriff Johnson presented some estimates for purchase of an Animal Control truck ranging from \$18,032 to \$18,996. Mr. Johnson was requested to check with other dealers.

Terry Johnson – Boat motor grant, Jail Dr. contract, TNT vehicle,
Secondary Road vehicle, Homeland Security grant
911 budgets

Mr. Johnson stated he had been assured he would receive \$7,500 from the DNR in 2005 for purchase of a new boat motor and requested that the motor purchase for \$8,000 be reinstated in the 2005 Marine expenditure budget.

It was agreed to increase the 2005 General Fund Marine expenditures by \$8,000 for purchase of a boat motor, and by \$6,000 for additional marine wages, and increase the revenue from the state for Marine by \$7,500.

Mr. Johnson also informed that the Doctor's contract for the Jail would be \$26,400 for 2005. It was agreed to increase the Jail expenditures for the Doctor's contract in the 2005 General Fund budget to \$26,400 (increase of \$600).

It was agreed to reinstate the TNT vehicle in the 2005 Sheriff budget - \$7,000.

The committee agreed to consider reinstatement of the Secondary Road vehicle in the 2005 General Fund budget if reimbursement by the State is approved.

Mr. Johnson informed the committee that \$29,000 in overtime would be paid to the Deputies for online training in Homeland Security to be reimbursed by the Homeland Security Grant awarded to Emergency Management.

There was discussion on the 911 Operating and 911 Wireless budgets. It was agreed the revenue had been underestimated and the Clerk will change. No other changes were made.

6. It was moved by Bargy, seconded by McLeod it be recommended to the Board of Commissioners the claims and accounts totaling \$88,851.49 be approved and paid. All voted yes.

The meeting adjourned at 12:00 Noon.

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FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

Monday, October 11, 2004

The meeting came to order at 9:00 a.m. in the County Clerk's office.

Present: Laura Stanek, Larry Bargy, Robert McLeod

Also present: Margaret VanLooy, Jack White, Laura Sexton (at 11:00 a.m.)

Robert Massey, Construction Code Enforcement Official, inquired about a 2-year cell phone contract. Mr. Massey was instructed to investigate a 2-year contract if he can obtain more users for the service.

1. It was moved by McLeod, seconded by Bargy it be recommended to the Board of Commissioners that the cell phone line item in the 2004 Construction Code Enforcement budget be increased by \$500 to cover the cell phone expense for November and December of 2004. All voted yes.

Carol Stocking, District Court Administrator, requested that amounts cut from the District Court 2005 budget request for legal fees and equipment lease be reinstated. She was informed the matter could be reviewed six months into the 2005 budget year.

2. It was moved by McLeod, seconded by Bargy to transfer \$1,500 from line item #980 (equipment) to line item #941 (equipment lease) in the 2005 District Court budget request (General Fund). All voted yes.

John Strehl, Airport Manager, requested his travel budget be reinstated to his original request as he is President of his professional organization and needs the travel money. The Committee advised his travel line would remain the same.

Janet Person, Antrim Conservation District Director, requested the 2005 budget request for river restoration be restored and \$16,000 be allocated from the Forestry Fund to retain Cory Arsnoe as an ACD employee. The Committee decided to postpone consideration of this until after the November 2 election.

Janet Person reported that \$ 1,430 had been earned at the Barnes Park fundraiser and requested that a separate fund be established.

3. It was moved by McLeod, seconded by Bargy it be recommended to the Board of Commissioners that Fund #236 – Parks Fund Raisers – be established with the revenue from the Barnes Park Halloween Fund Raiser. All voted yes.

4. It was moved by McLeod, seconded by Bargo it be recommended to the Board that carpeting be provided for the FIA area of the County Building and other areas as funds permit up to \$20,000 to be paid from Fund #470, Capital Projects Fund. All voted yes.

5. It was moved by McLeod, seconded by Bargo it be recommended to the Board of Commissioners the bid from Moon Electric for a total of \$6,977.28 for installation heat tape in the gutters, downspouts, and eaves of the 1905 Courthouse be accepted. All voted yes.

6. It was moved by McLeod, seconded by Bargo it be recommended to the Board of Commissioners the quote from Springfield Construction for \$8,408 to replace the roof over the exercise room at the Jail be accepted. All voted yes.

7. It was moved by McLeod, seconded by Bargo it be recommended to the Board of Commissioners the bid from Bert's Excavating for two years for snowplowing at county facilities at a total cost of \$12,700 per year be accepted. All voted yes.

Laura Sexton, County Clerk, gave a synopsis of the recently passed Election Consolidation bills and the resulting expense to the county.

8. It was moved by McLeod, seconded by Bargo both the expenditures and revenue of the 2005 General Fund budget be increased by \$10,000 to cover expenses and revenue caused by the consolidated election legislation. All voted yes.

11. It was moved by McLeod, seconded by Bargo it be recommended to the Board of Commissioners the claims and accounts totaling \$127,340.43 be approved and paid. **All voted yes.**

The meeting adjourned at 11:30 a.m.

Laura Sexton, County Clerk

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

Monday, November 08, 2004

The meeting came to order at 9:00 a.m. in the County Clerk's office.

Present: Laura Stanek, Larry Bargy
Absent: Robert McLeod Also present: Laura
Sexton, Jack White

Tom Johnson, Northern Lakes Economic Alliance, requested reinstatement of an additional \$5,000 to the 2005 budget. He was told his request would be considered after establishment of the Beginning Fund Balance for 2005 and depending on whether the fund balance exceeded what was budgeted.

Peter Garwood, Coordinator Planner, requested \$500 on behalf of the Antrim Coalition United Through Ecology.

1. Bargy moved and Stanek seconded that it be recommended to the Board of Commissioners \$500.00 be budgeted in the 2004 General Fund budget for the Antrim Coalition United Through Ecology for basic expenses contingent upon a similar positive response of financial assistance from Mancelona, Custer, and Kearney Townships, and Mancelona Village. All voted yes.

Judy Martin and Blair Coutant presented the August Meadowbrook financial report.

Janet Person, Antrim Conservation District, reported that, due to loss of funding, everyone but herself and Mike Meriwether would be reduced to part time with two individuals being laid off. She requested from the County the following:

\$15,000 for the Soil Erosion Control program
10,000 for the District expenses
16,000 for retention of the District Technician.

She was told her request would be considered after establishment of the Beginning Fund Balance for 2005 and depending on whether the fund balance exceeded what was budgeted.

There was discussion of the Sevald property purchase to which the County has committed \$100,000.

Finance Committee — November 8, 2004

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John Strehl, Airport, requested that his approved Capital Outlay for 2005 of new entrance doors to the terminal building be implemented in 2004 provided the payment be made from the

2005 budget. The bids are as follows:

Mike's Glass	\$ 4,500
Twin Bay Glass	5,085
Traverse City Glass	5,400

2. **Bargy moved and Stanek seconded** that if be recommended to the Board that the bid from Mike's Glass for \$4,500 for replacement of the entrance doors at the Airport Terminal be accepted provided the payment be invoiced in 2005. All voted yes.

Eileen Wallick, Parks, requested paving of the entry area to Barnes Park with the funds left at the end of 2004. The matter was put on hold until December.

Howard Yamaguchi, Coordinator/Planner's office, requested purchase of a computer for Barnes Park from the funds remaining for 2004. The matter was put off until December.

There was discussion on connecting the Abstract office with the Register of Deeds system to give them access to records necessary for abstracting. Patty Niepoth, Register of Deeds, said she would get quotes for lease or purchase of equipment and programs to facilitate the Abstract Department's direct use of Register of Deeds records for abstracting purposes.

3. **Bargy moved and Stanek seconded** that it be recommended to the Board of Commissioners the claims and accounts totaling \$93,840.44 be approved and paid. All voted yes.

The meeting adjourned at 11:30 p.m.

Laura Sexton, County Clerk

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

Monday, December 06, 2004

The meeting came to order at 9:00 a.m. in the County Clerk's office

Present: Laura Stanek, Larry Bargy, Robert McLeod

Absent: None

Also present: Laura Sexton, Jack White

1. It was moved by McLeod, seconded by Bargy it be recommended to the Board of Commissioners the claims and accounts totaling \$86,187.00 be approved and paid. All voted yes.

Carol Mitchell, COA Director, requested an advance of \$15,000 from the General Fund.

2. It was moved by McLeod, seconded by Bargy it be recommended to the Board that \$15,000 be advanced to the Commission on Aging. All voted yes.

Carl Goeman, Emergency Services Coordinator, requested purchase of an electric opener for the gate in the fence.

3. It was moved by McLeod, seconded by Bargy it be recommended to the Board that \$2,200 be transferred from Emergency Services (health insurance) to Capital Outlay in the 2004 General Fund budget for an electric opener for the Emergency Services gate in the Airport fence. All voted yes.

There was discussion of the State mandated tax shift. It was decided to leave the 2005 General Fund budget as it is.

Sherry Comben, County Treasurer, requested purchase of a folder/insertersorter mailing system for tax notices and change of assessment notices.

4. It was moved by McLeod, seconded by Bargy it be recommended to the Board that a folder/insertersorter mailing system be purchased for the County Treasurer for not to exceed \$6,200 to be paid from Fund #255 and the expenditure budget of Fund #255 be increased by that amount. All voted yes.

5. It was moved by Bargy, seconded by McLeod it be recommended to the Board that \$15,000 be transferred from Capital Outlay (Maintenance) to Capital Outlay (Animal Control), and Capital Outlay (Animal Control) be also increased by \$5,000 in the 2005 General Fund budget for purchase of a truck for Animal Control and the used Animal Control truck be transferred to Maintenance. All voted yes.

Patty Niepoth, Register of Deeds, and Theresa Kent, Abstractor, discussed the purchase of equipment and related supplies to directly connect the Abstract Department computers with the Register of Deeds. The quote for doing this is \$250/month for each station. Ms. Niepoth assured that the public computers would be available to Abstract staff at any time during the day. She also reiterated that the Automation Fund money could only be used to benefit the Register of Deeds office.

6. It was moved by McLeod, seconded by Bargy it be recommended to the Board of Commissioners that one terminal in the Abstract office be dedicated to directly access Register of Deeds information at a cost of \$250.00 per month and \$3,000 be transferred from Contingencies to Abstract Department (computer support) in the 2005 General Fund budget. All voted yes.

Peter Garwood, Coordinator/Planner, requested purchase of a digital computer for \$350.00 for use with the website. No action was taken

Mr. Garwood presented the Building and Grounds Committee recommendation for approval of expenditure of \$3,500 for electrical engineering services including the drafting of bid specifications for the jail generator. There was discussion. No action was taken.

Mr. Garwood presented the County Lands Committee recommendation for investigation of the county's riparian rights with respect to the boat house on Mr. Bouwens' property.

7. It was moved by McLeod, seconded by Bargy it be recommended to the Board that Corey Hughes be retained at a cost not to exceed \$1,000 to investigate and issue a preliminary determination regarding the county's riparian rights with respect to the boat house on Mr. Bouwens' property. All voted yes.

Mr. Garwood presented the Public Works Committee request for continued funding of a temporary employee in the Construction Code Enforcement Department.

8. It was moved by McLeod, seconded by Bargy that it be recommended to the Board the temporary employee in the Construction Code Enforcement Department be continued through January, 2005 and that the 2005 budget for that department be increased by \$1,400. All voted yes.

Mr. Garwood presented the Parks Committee request to take whatever is left in the Park budget and carry it over to the 2005 Parks budget.

9. It was moved by McLeod, seconded by Bargo it be recommended to the Board that \$12,000 be appropriated from the Parks Cost Center of the 2004 General Fund budget to Fund #470, Capital Projects Fund, for a surveyed site plan, and needed pavement works and the budgets of both funds be adjusted accordingly. All voted yes.

Janet Person, Antrim Conservation District Director, requested from the 2005 General Fund budget, an additional \$8,200 to retain Heidi Lang full time as soil erosion officer and an additional \$10,000 to retain Cory Arsnoe at 30 hours per week. No action was taken.

There was discussion about the additional \$5,000 requested by the Northern Lakes Economic Alliance from the 2005 General Fund budget. No action was taken.

10. It was moved by McLeod, seconded by Bargo it be recommended to the Board that \$2,000 be transferred from overtime to a stipend in the 2005 General Fund budget (Family Division of Circuit Court Cost Center) as payment to the Court Reporter for duties of court scheduling. All voted yes.

The meeting adjourned at 12:00 Noon.