

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

Monday, January 8, 2007

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

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 Bargy, seconded by Drenth it be recommended to the Board of Commissioners the claims and accounts totaling \$236,014.57 be approved and paid. All voted yes.

William Hefferan, Probate Court Officer

Mr. Hefferan explained that the state would no longer pay service providers directly for detention support services. The state is requesting the counties to pay the provider and request reimbursement from the state which they will provide. The Chief Fiscal Officer suggested creating a new cost center and revenue account in the general fund to accommodate this change.

It was moved by Bargy, seconded by Drenth a cost center be created within the General fund for payments for detention support services and a revenue account be created for reimbursements from the state for these services. All voted yes.

Joe Meyers, Associate Planner

Mr. Meyers requested purchase for a color laser printer which is budgeted in the 2007 General Fund budget.

2. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the Coordinator/Planner purchase a Xerox 6350 DP color laser printer for \$1,599 as budgeted. All voted yes.

3. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the quote for \$400.00 for changing an additional door for the Abstract Department remodeling project be accepted. All voted yes.

Mr. Meyers presented the quotes for carpeting of the Human Services area and the Abstract Department/Register of Deeds area; lowest quote being \$24,763 (Kiss Carpet). There was also an additional quote from Excel Office Exteriors for \$805.00 for take-out and reinstalling of equipment and furniture in the Register of Deeds office.

4. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the quote from Kiss Carpet for carpet installation in the FIA and Abstract/Register of Deeds areas for \$21,913.00 plus \$2,850 for moving equipment and furniture; total quote - \$24,763.00 be accepted. All voted yes.

John Strehl, Airport Manager

Mr. Strehl requested replacement of the snowplow garage bay door as budgeted. He advertised and faxed notices of request for quote to approximately nine vendors and received only one quote: \$4,245.00 from Garage Door Services of Traverse City. There were questions about the necessity of obtaining a permit for electrification. Mr. Strehl will investigate.

5. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the quote from Garage Door Services for \$4,245.00 for replacement of the snow plow garage bay door replacement be accepted. All voted yes.

Mr. Strehl presented information on the 2007 grants for the Airport and contracts with Peckham Engineering to be signed.

6. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the Chairman be authorized to sign the agreements with Peckham Engineering for work at the Airport for the 2007 grants. All voted yes.

7. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the Airport 2007 grant local match of \$2,716.00 be approved and paid when requested. All voted yes.

Andy Hayes, Northern Lakes Economic Alliance Director

Mr. Hayes informed about the request of Cheboygan County to join the NLEA and the pros and cons of that merger.

8. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the Chairman be authorized to sign the agreement among the counties in the NLEA approving Cheboygan County joining the NLEA. All voted yes.

There was discussion on the following items: change of the per diem rate for members of the Board of Commissioners and necessity of having a full committee conduct job interviews. No action was taken.

The County Clerk suggested possible changes in the Credit Card Policy. It was decided to distribute reminder copies of the Credit Card Policy to Department Heads and address the policy at the February meeting.

The meeting adjourned at 11:45 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Robert McLeod

Monday, February 05, 2007

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Absent: None

Also present: Jack White, Laura Sexton

The meeting came to order at 9:20 a.m. in the County Clerk's office.

1. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the claims and accounts totaling \$92,030.39 be approved and paid. All voted yes.

Christie Roman, Antrim Conservation District Director, explained the current status of the Technician position and also inquired about the employee stabilization appropriation.

It was moved by Bargy, seconded by Drenth the \$12,000 appropriation for ACD Technician be paid as budgeted. All voted yes.

There was discussion on the credit card policy. The committee studied input from the Coordinator/Planner and the Sheriff. The matter was tabled until March.

Terry Johnson, Sheriff, requested expenditure of the budgeted amount for a computer for Animal Control and also requested purchase of an additional computer for Animal Control from the Antrim Donations Fund. He also requested purchase of tasers for Road Officers as budgeted.

2. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners a computer be purchased for Animal Control for \$1,500 as budgeted in the General Fund and an additional computer be purchased for Animal Control \$ \$1,300 from the Antrim Donations Fund. All voted yes.

3. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners 18 tasers be purchased for the Sheriff Department for \$8,500 as budgeted in the General Fund. All voted yes.

4. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners a vehicle be purchased for Secondary Road for \$25,000 as budgeted in the General Fund. All voted yes.

The Finance Committee attended a demonstration by the various vendors of the software for Jail Management System and Records Management System for the Sheriff Department. The vendors were New World Systems, OSSSI Public Safety Solutions, and CrimeCog Technologies.

Robert Englebrecht, Equalization Director, requested purchase of an office chair as budgeted.

It was moved by Drenth, seconded by Bargy the Equalization Director buy an office chair for \$232.00 as budgeted. All voted yes.

The meeting adjourned at 1:30 p.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

MINUTES

Monday, March 05, 2007

The meeting came to order at 9:00 a.m. in Room #120 of the Antrim County building.

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Absent: None

Also present: Laura Sexton.

1. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the claims and accounts totaling \$ 91,010.15 be approved and recommended for payment. All voted yes.

2. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners a steam carpet cleaner be purchased for the Maintenance Department at a cost not to exceed \$2,888. All voted yes.

Dan Bean, Undersheriff, reported that the sub-committee on software acquisition is recommending purchase form OSSI. He also indicated it would be necessary to obtain a new server. He has a quote of \$17,000. On data conversion, he reported that OSSI would look at the system for an addition charge of \$5,000 and the actual conversion to cost an amount to be revealed later. Mr. Bean indicated he had found money in existing budgets to cover these extra costs.

Peter Garwood, Coordinator/Planner, informed that his office would apply for a Coastal Management Grant for kiosks at the Antrim Creek Natural Area: grant - \$16,000; local match - \$16,000. the local \$16,000 to be obtained as follows: \$14,599 from Grand Traverse Regional Community Foundation (Antrim Creek money) and \$1,401 from Antrim County Fund #234 (Antrim Creek Fund).

3. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the Resolution for the Antrim Creek Grant (see attached) be adopted and the grant match be obtained as follows: \$14,599 from the Grand Traverse Regional Community Foundation and \$1,401 from Antrim County Fund #234 (Antrim Creek Fund). All voted yes.

Robert Englebrecht, Equalization Director, reported that a GIS plotter could be obtained through an Emergency Services Grant of \$6,000 with an additional \$2,200 to come from the GIS Implementation Fund. The current plotter would be offered for sale.

4. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners a GIS plotter be acquired for the Equalization Department with an Emergency Services grant of \$6,000 and an additional \$2,200 from Fund #240, GIS Implementation Fund. All voted yes.

There was discussion of financing the Technology Implementation Project at a possible cost of \$500,000. The Chairman reported there was a possibility of using the Tax Payment Funds. She suggested holding a special board meeting to inform and update the Board members on the project.

Charles Koop, Prosecuting Attorney informed that his computer server was close to failure and requested purchase of a new one, cost to be \$3,727.99.

5. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners a computer server be purchased for the Prosecuting Attorney's office providing two more quotes be obtained and the purchase be the result of the lowest quote; funds to be obtained from Capital Outlay Reserve Fund. All voted yes.

Marna Robertson and Blair Coutant presented the 2006 Operating Statement for Meadowbrook and Meadowview Apartments.

Marna Robertson reported on proposed additions, changes, and renovations at Meadowbrook Medical Care Facility including acquisition of Meadowview Apartments. The estimate for the project is between \$10 - \$15 million dollars. They proposed a possible bond issue at the August, 2008 election: 20 year issue for approximately 0.75 mills.

Bob Massey, Building Official, requested purchase of a printer and presented quotes of \$599.99 from Hewlett Packard and \$529.99 from Staples for the same machine. He also requested purchase of a scanner for \$299.00.

6. It was moved by Drenth, seconded by Bargy it be recommended to the Board the Construction Code Department obtain a Hewlett Packard printer at a price not to exceed \$530.00. All voted yes.

Later information revealed the quote from Staples for \$529.99 expired on March 3, 2007.

The matter of purchase of a scanner was tabled.

The County Clerk reported that the "old" large first floor copier had died and requested

lease of a new one.

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7. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners a copier be leased for the 1st floor of the County Building contingent upon obtaining positive information on maintenance services being offered as part of the lease agreement. All voted yes.

Theresa Kent, Abstractor, requested purchase of a table and file cabinets.

8. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the Abstractor purchase a table for \$429.00 (plus \$100.00 shipping) and 2 file cabinets at \$300.00 each to be paid from the already budget capital outlay for Abstract Department. All yes.

Eileen Wallick, Park Manager requested that 3 employees start work two weeks earlier than usual, that being around the third week of April; total cost to be \$2,827.20 for wages, and \$217.00 for FICA.

9. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that 2 park employees start two weeks early contingent upon positive information that this would be union acceptable. All voted yes.

Information obtained later indicates that an earlier start for park employees would not be union acceptable.

The meeting adjourned at 1:30 p.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

Monday, April 09, 2007

The meeting convened at 9:00 a.m. in the 1st Floor Conference Room in the County Building.

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Absent: None

Also present: Jack White, Laura Sexton

1. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the claims and accounts totaling \$113,719.64 be approved and paid. All voted yes.

The Clerk presented a proposal from Deyo/Stone for a county assets appraisal update to conform to the GASB audit standards.

2. It was moved by Drenth, seconded by Bargy, it be recommended to the Board of Commissioners the proposal of \$6,200.00 from Deyo/Stone Associates, Inc. for an update of the county assets appraisal to conform to the GASB audit standards be accepted. All voted yes.

The Chairman of Buildings and Grounds inquired about the availability of funds for re-roofing the County Building. The estimate is \$74,200. There would be sufficient money in Fund #470, Capital Projects Fund.

Sheriff Terry Johnson, Dan Bean, Steve Groll, and Jane Redfern. Undersheriff Bean presented estimates on replacing the server and the OSSI software. Mr. Groll and Ms. Redfern from the Bellaire Computer Center corroborated the need for the replacements. There was discussion on whether this purchase would work well with the proposed County Technology Plan. There was also discussion on this equipment and software meshing with that of the Prosecuting Attorney.

3. It was moved by Drenth, seconded by Bargy, it be recommended to the Board of Commissioners the server and updated OSSI software for running the Sheriff Department and Jail computers be purchased for not to exceed \$132,416 as budgeted in the various Sheriff and Jail cost centers and accounts. All voted yes.

4. It was moved by Drenth, seconded by Bargy, it be recommended to the Board of Commissioners 17 vests for corrections officers be purchased from C.L. Armor Express at a

cost of \$6,800 and a digital camera be purchased at a cost of \$400 all as budgeted in the 2007 General Fund budget. All voted yes.

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5. It was moved by Drenth, seconded by Bargy, it be recommended to the Board of Commissioners 7 vests be purchased from C.L. Armor Express for Road Patrol officers at a cost of \$2,310 as budgeted in the 2007 General Fund budget. All voted yes.

6. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners, the Chairman be authorized to sign the supplemental Marine grant which will provide \$20,000 for purchase of 2 boat motors for the Bay boat at a cost of \$10,000 each. All voted yes.

Bob Massey presented information on leasing vehicles for Construction Code inspectors. Mr. Drenth requested the matter be tabled for a month for further study.

Mr. Massey requested purchase of a scanner and presented two estimates.

It was moved by Bargy, seconded by Drenth the Construction Code Enforcement Department obtain a Hewlett Packard scanner for \$299.99. All voted yes.

Eileen Wallick presented estimates for purchase of a truck for the Parks.

7. It was moved by McLeod, seconded by Bargy, it be recommended to the Board of Commissioners a 1995 Chevrolet $\frac{3}{4}$ ton 4x4 truck be purchased for \$7,000 for the Park as budgeted. All voted yes.

Ms. Wallick also presented a quote for re-roofing the bathhouse at Barnes Park for \$6,426.

It was moved by Drenth, seconded by Bargy that, it being established the funds are available in Fund #470 for the bathhouse re-roofing project, the matter is referred back to the Buildings and Grounds Committee for bidding. All voted yes.

It was agreed to table the Credit Card policy until May.

The meeting adjourned at 1:00 p.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerrold Drenth

Monday, May 07, 2006

The meeting convened in the Commissioners' Room at 9:00 a.m.

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Also present: Laura Sexton, Jack White

1. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the Claims and Accounts totaling \$97,148.67 be approved and paid. All voted yes.

Robert Massey, Construction Code Official, renewed his request to lease cars for use by Inspectors.

2. It was moved by Drenth, seconded by Stanek to recommend to the Board of Commissioners that 5 vehicles be leased for 4 years for the Construction code Department contingent on obtaining up-to-date proposals. Yes – Drenth, Stanek; No – Bargy.

Mark Randolph, Grass River Director, presented information on the State Trust Fund grant for purchase of the "Maltby" property for the Grass River Natural Area.

State grant	\$ 50,000
Local share from Grass River Inc.	<u>64,000</u>
Total Purchase	\$114,000

He indicated that, because, the grant was reimbursing, the \$50,000 would have to be paid up front by the county.

3. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the Chairman be authorized to sign the agreement for purchase of the "Maltby" property for Grass River Natural Area, and \$50,000 be paid for the property from Grant Match Reserve to be reimbursed by the State Trust Fund grant. All voted yes.

Eileen Wallick, Parks Director, requested purchase of a used rototiller for \$400.

It was moved by Drenth, seconded by Bargy the Parks Director purchase a used rototiller for \$400. All voted yes.

John Strehl, Airport Manager, explained the Fuel Farm Grant. The fuel farm was established in 1967. The tanks were upgraded in 1998 but the pumps were not. The “old” pumps cannot deliver the fuel fast enough. Two estimates for fuel farm replacement were received. The adjusted bid from Sparling Corp. is \$99,065. The grant breakdown would be as follows:

Federal	\$ 35,190
State	46,000
Local	<u>17,875</u>
TOTAL	\$ 99,065

4. It was moved by Drenth, seconded by Bargo it be recommended to the Board of Commissioners that the county participate in the grant for Fuel Farm replacement with \$17,875 be transferred from Grant Match Reserve Fund to the Airport Operation Fund, all contingent upon release of the grant funds by the Governor. All voted yes.

The County Clerk informed that the Supervisor/Administrative Assistant in her office would be retiring June 29.

5. It was moved by Bargo, seconded by Drenth it be recommended to the Board of Commissioners the funding for the vacant position in the County Clerk’s office be restored. All votes yes.

6. It was moved by Drenth, seconded by Bargo it be recommended to the Board of Commissioners, the 2007 payment of \$414,591 from the Revenue Sharing Reserve Fund be transferred to the Capital Projects Fund. All voted yes.

7. It was moved by Bargo, seconded by Drenth it be recommended to the Board of Commissioners the County millage for 2008 which will be collected in July be set at 5.1353. All voted yes.

2008 Budget meetings were set for Tuesday, August 21 at 9:00 a.m. (all day) and Wednesday, September 19 at 9:00 a.m. (all day).

The meeting adjourned at 12 Noon.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

Monday, June 11, 2007

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Also present: Jack White, Danell Doucette (for the County Clerk)

The meeting convened at 9:00 a.m. in Room 120 of the '78 County Building.

1. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the claims and accounts totaling \$190,523.36 be approved and paid. All voted yes.

Sherry Comben, County Treasurer, presented a document concerning a tribunal stipulation for consent judgment between Michigan Consolidated Gas Co and the Township of Elk Rapids. Within this document is a clause waiving all interest and penalty. The County Treasurer requested the authority to sign the document.

2. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the County Treasurer be given the authority to sign the tribunal stipulation for consent judgment between Michigan Consolidated Gas Co. and the Township of Elk Rapids for payment of delinquent taxes. All voted yes.

Deborah Peters, Veterans Counselor and George Ouvry requested a travel budget item of \$1,500 for travel to various county cemeteries for identification of veterans' grave sites.

3. It was moved by Drenth, seconded by Bargy it be recommended to the Board the Veterans Counselor travel budget be increased by \$1,500.00 for George Ouvry to travel to various cemeteries for identification of veterans' grave sites. All voted yes.

Bob Massey, Building Official, informed the committee he would be having surgery and requested additional work hours for Al McShane during his absence: 4 days the first week and 5 days the second week.

4. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that, during the illness leave of Bob Massey, Building Official, Al McShane's work time be increased to 4 days the first week and 5 days the second week. All voted yes.

Charles Koop, Prosecuting Attorney, informed that the paperwork for the transfer of the house in Mancelona to Habitat for Humanity was near completion and the closing expense would be \$2,222.70.

Joe Meyers from the Coordinator/Planner's office informed the committee about the recommendation from the Buildings and Grounds Committee concerning re-flashing at the '05 Courthouse.

5. It was moved by Drenth, seconded by Bargo it be recommended to the Board of Commissioners the proposal from Northern Restoration and Waterproof Systems, Inc. (up to \$2,500) for re-flashing a portion of the 1905 Courthouse roof be approved to be paid from Special Projects. All voted yes.

Valerie Craft from the Coordinator/Planner's office informed the committee that Fred Tremblay needs to find the fiber runs between the County Building and the Jail, 911 building and the '05 Courthouse. He thinks he can do this for \$1,000.

6. It was moved by Bargo, seconded by Drenth it be recommended to the Board of Commissioners \$1,000 be budgeted from Contingencies to pay Fred Tremblay to find the fiber runs between the County building and the Jail, 911 building, and '05 Courthouse. All voted yes.

The meeting adjourned at 11:08 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerrold Drenth

Monday, July 9, 2007

Present: Laura Stanek, Jerroll Drenth

Absent: Larry Bargy

Also present: Jack White, Laura Sexton

The meeting convened at 9:00 a.m. in Room 120 of the County Building.

1. It was moved by Drenth, seconded by Stanek it be recommended to the Board of Commissioners the claims and accounts totaling \$98,551.60 be approved and paid. All voted yes.

The committee considered the request from John Strehl for replacement of his eye glasses which were broken during examination of a plane crash at the Airport. The matter was tabled until further information could be obtained from Mr. Strehl.

Robert Englebrecht, Director, presented the Equalization and GIS Fund budget requests for 2008.

Account 805 – the Equalization Department would like to access deed information directly on line. Benefit – the deeds are used for sales study – this would provide earlier access. There was discussion on the implementation of networking aiding this request. The line item was retained in anticipation of starting the project.

The Equalization and GIS Fund budget requests were approved for further consideration.

Sherry Comben, County Treasurer, presented the Treasurer budget request for 2008.

Account 805.253 Computer services (BCC) moved from the computer budget to the various departments.

807 Dues & subscriptions – access deed information directly on line.

The County Treasurer budget requests were approved for further consideration.

The committee considered proposed budgets for 2008 for the Register of Deeds, Microfilm, Plat Board, R of Deeds Automation Fund, and Capital Outlay. Ms. Niepoth was not able to be present.

Automation Fund

Account 932 – remove from budget.

The Register of Deeds, Plat Board, Microfilm, and Automation Fund budget requests with corrections were approved for further consideration.

Terry Johnson, Sheriff, presented a proposal for renewal for the Dr. contract for the Jail. The proposal contains an addition of \$100 per month plus a request for the county to pay a portion of the Dr.'s malpractice insurance (\$1,900) directly to the provider. The Sheriff was requested to contact the Coordinator/Planner for assistance in bidding out the Dr. contract.

In regard to the cell phone bill, the Sheriff will report back after he examines it.

Laura Sexton presented the proposed 2008 County Clerk budget and Capital Outlay.

The County Clerk budget request was approved for further consideration.

The County Clerk also presented the proposed 2008 budgets for Commissioners, Jury Board, Accounting Services, Purchasing, Elections, and other small cost centers. They were approved for further consideration with the addition of \$25,000 in the Commissioners budget for legal fees.

2. It was moved by Drenth, seconded by Stanek it be recommended to the Board of Commissioners that six picnic tables be purchased for Wetzel Lake at a cost not to exceed \$3,000. All voted yes.

The meeting adjourned at 12.30 noon.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerrold Drenth

Monday, August 06, 2007

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Absent:

Also present: Jack White, Laura Sexton

The meeting came to order at 9:00 a.m. in Room 120 of the County Building.

1. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the claims and accounts totaling \$125,242.94 be approved and paid. All voted yes.

Blair Coutant, Marna Robertson, and Mike Paradis from Meadowbrook Medical Care Facility gave a presentation on the proposed 2008 Meadowbrook budget and the need for levying the full 1 mill in 2008. Mr. Coutant also presented the proposed 2008 Meadowview Apartments budget.

Tim Keenan, Dennis Aloia, Larry Inman and Sonny Wheelock from Grand Traverse County explained the Community Corrections program and requested a match from Antrim County of \$20,653 for 2008. There has been no county match in previous years.

1. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that the Finance Committee be requested to included \$20,653 in the 2008 General Fund budget as the Antrim County share of the Community Corrections grant. All voted yes.

Joe Meyers presented some recommendations from the Lands Committee for expenditures from the Forestry Fund.

2. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners that creation of a stream crossing on the Kirkpatrick Forest property (Section 13 of Forest Home Township) be completed at a cost not to exceed \$5,000 to be paid from the Forestry Fund and the expenditure budget of the Forestry Fund be increased accordingly. All voted yes.

3. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners that two lots, (one of Lots 142 – 148 in Winterset #1 and Lot 438 in Pineview #2), be purchased to allow access to Antrim County land-locked properties, 18 acres in Section 27 of Star Township and 40.8 acres in Section 26 of Star Township respectively, at a cost of \$3,000 per lot to be paid from the Forestry Fund, and the 2007 expenditure budget of the Forestry Fund be increased accordingly. All voted yes.

Mr. Meyers reported there is possibly a structure on Antrim County property on Skinkle Road and Mike Meriwether is requesting a survey to determine if it is on county property.

4. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that a survey of Antrim County property on Skinkle Road (Section 34 of Echo Township) be authorized at a cost not to exceed \$3,968 to be paid from the Forestry Fund, and the 2007 expenditure budget of the Forestry Fund be increased accordingly. All voted yes.

5. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners that a one-acre parcel be purchased to provide access to the Antrim County Valley Road property (Section 15 of Mancelona Township) at a cost not to exceed \$5,000 to be paid from the Forestry Fund, and the 2007 expenditure budget of the Forestry Fund be adjusted accordingly. All voted yes.

Peter Garwood provided a copy of the statute that states the members of the Veterans Affairs Committee are entitled to receive the same per diem and mileage in attending meetings as members of the Board of Commissioners. The County Clerk said the payroll department would make the necessary changes to implement this.

Mr. Garwood also presented information relative to his hiring of a part time temporary person for 24 hours per week at \$11.80 per hour to perform clerical duties in his office while one of his other employees is being trained for computer technology duties.

6. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners a part time temporary position (24 hours per week for 15 weeks at \$11.80 per hour) be created in the Coordinator/Planner's office from mid September to the end of December, 2007 and that the 2007 Coordinator/Planner's budget be increased by \$4,248.00 and the 2007 Fringe Benefits budget be increased by \$325.00. All voted yes.

The meeting adjourned at 1:00 p.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

**Tuesday, August 21, 2007
Budget Meeting**

The meeting convened at 9:00 a.m. in Room 120 (1st floor conference room).

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Also present: Laura Sexton, Jack White

There was discussion on the policy concerning the vehicles for Construction Code Enforcement employees.

1. It was moved by Bargy, seconded by Drenth the Construction Code Enforcement vehicles remain at the County Building between the end of work for the day and the beginning of work on the next day until the policy concerning use of the vehicles and remuneration for the vehicles be established. All voted yes.

2007 Budget

Sheriff – request Terry Johnson to come to the next meeting on September 19 for further information on the proposed recreational officer, the digital cameras and the handguns.

Airport – request John Strehl to do a revenue budget for his department and come in to the September 19 meeting about his Capital Outlay request.

Dee Miller appeared before the committee and requested an addition of \$9,000 to the MSU Cooperation Extension budget for a part time project coordinator for a youth mentor program.

It was moved by Bargy, seconded by Drenth \$9,000 be added to the MSU Cooperation Extension budget for a part time project coordinator for t youth mentor program. All voted yes.

The detail budget requests for the Construction Code Enforcement Fund, the Road Patrol Fund and the 911 Funds were examined. The Construction Code Enforcement Fund and the Road Patrol Fund were approved to be recommended to the full Board

Steve Bratschi appeared before the committee with explanations for the Capital Outlay requests. The committee decided to remove the following items from the list: 2 drawer lateral file, 5 drawer lateral file, 3 drawer lateral file, laptop computer, treadmill, humidifier, OSSI C2C (Cad-Cad) and CAD user additional license.

Sgt. Bratschi also explained the proposed new plan for collecting surcharge for 911 operations.

The committee examined the detail budget request for the Meadowview Operating Fund. It was approved to be recommended to the full Board.

The committee examined the proposed budgets for departments and cost centers in the General Fund. The increase in Friend of the Court appropriation is due to a decrease in State funding. There was discussion on bidding out the doctor services at the Jail.

Stan Moore – Cooperative Extension – request to have him come in at the September 19 meeting about the Capital Outlay request for his department.

Discussion on increase in per diem for the Planning Commission.

It was moved by Bargy, seconded by Drenth there be no increase in per diem for board and commissions other than those whose compensation is tied to the Board of Commissioners by law. All voted yes.

The meeting adjourned at 1:15 p.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

Monday, September 10, 2007

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

Present: Larry Bargy, Jerroll Drenth

Absent: Laura Stanek

Also present: Laura Sexton, Jack White

1. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioner the claims and accounts totaling \$116,308.19 be approved and paid. All voted yes.

Theresa Kent, Abstractor, informed the committee about a proposed program for WMU students to do abstracting in the Antrim County thereby providing approximately 50 abstracts for the Village of Elk Rapids. She was asked to inquire about the Village paying the fee for use of the tract.

It was moved by Drenth, seconded by Bargy the Abstract Department maintain the usual policy for charging fees. All voted yes.

Mr. Drenth informed the committee of the recommendation from the Buildings and Grounds Committee to provide a workstation and other furnishings for Victims' Rights Advocate office.

2. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that a workstation and other furnishings be provided for the Victims' Rights Advocate office, work to be done by Modern Office Interiors of Traverse City at a cost of approximately \$2,698.00. All voted yes.

John Strehl, Airport Manager, presented his 2008 revenue budget. It was decided to raise the revenue from gas and oil sales to \$300,000.

There was discussion on the policy for the use of Construction Code Enforcement vehicles. Mr. Garwood informed that the Public Works Committee would be meeting that afternoon and would formulate the policy for presentation to the Board of Commissioners on Thursday.

Peter Garwood, Coordinator/Planner, requested that the "Think Pad" which has been removed from his budget request for 2008 be reinstated because there would be need for an additional computer when the temporary employee is hired. The matter will be reviewed at the Finance Committee budget meeting of September 19.

The Administration Committee recommended the costs to Valerie Craft for computer certification of approximately \$800.00 be reimbursed to her. Mr. Garwood also requested that Ms. Craft's hours be extended to 40 hours per week.

3. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the Coordinator/Planner's and Fringe Benefits Cost Center's budgets for 2007 be increased by \$776.48 for costs for extending Valerie Craft's hours to 40 hours per week. All voted yes.

The meeting adjourned at 11:05 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerrold Drenth

**Wednesday, September 19, 2007
Budget Meeting**

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Absent: None

Also present: Jack White, Laura Sexton

The meeting came to order at 9:00 a.m. in room 120 of the County Building.

Charles Koop addressed the committee on the possibility of a State shut-down on October 1, 2007 if the State legislature does not pass an acceptable budget. He indicated that any positions or programs at the county level funded or partially funded by state reimbursements could possibly not be funded by the state during the shut down. There was discussion on alternate funding possibilities. It was decided to send a memo to the department heads citing item #4 in the Antrim County 2007 budget resolution passed in October, 2006 which states that any positions funded by grants or other reimbursements would be terminated if the grants or other reimbursements are discontinued. The memo would also state that any positions funded or partially funded by state reimbursements would be terminated effective October 1, 2007 if the State government shuts down.

There was discussion on the 2008 proposed Airport budget. Mr. Strehl has presented new revenue figures and it was decided to accept the revised budget.

Terry Johnson, Sheriff, explained the following budget requests:

Recreation officer -	\$ 56,753.73 w/ fringes
Marine reimbursement	<u>(11,722.40)</u>
Cost to county	\$ 10,622.86

Correction officer	\$ 50,307.31 w/ fringes
Tribe reimbursement	<u>(25,550.00)</u>
Cost to county	\$ 24,757.31

Request for 40 handguns – Reduce to 20 handguns \$8,000

Request for digital cameras – o.k.

Addition request for Marine – replacement of the inflatable portion of the Torch Lake boat \$6,500 o.k.

Animal Control

Request to increase the part time position from 20 to 30 hours per week. o.k.

Request to increase the over time from \$3,500 to \$5,000 Leave at \$3,500

Jail

Dr. Contract – try to extend Dr. Wilcox proposal or find another Dr.
Leave \$13,200 in the Dr. contract line item – adjust later if needed.

Stan Moore – request for Capital Outlay

The think pad is to replace the 8-year old laptop Leave in Cap Out. at \$2,207.

County Clerk

Addition request to purchase software for indexing and maintaining vital records. O.K.
Add \$13,275 to Capital Outlay and \$3,000 to County Clerk equipment maintenance.

Coordinator/Planner request for Think Pad

Eliminate from budget

Chairman Stanek presented a Michigan Association of Counties program to the committee which, if endorsed by the Board of Commissioners, would offer reduced cost dental coverage to the residents of Antrim County. The matter was referred to the Administration Committee.

The meeting adjourned at 11:00 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerrold Drenth

Monday, October 8, 2007

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

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Also present: Jack White

1. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the claims and accounts totaling \$101,221.72 be approved and paid. All voted yes.

2. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the 2007 Delinquent Tax Payment be created (Fund #516.207). All voted yes.

Blair Coutant, David Schultz, and Mike Paradis from Meadowbrook and the Meadowbrook Board presented a proposed 2008 Meadowbrook budget including a millage revenue of 0.80 mills.

3. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners that the 2008 millage for Meadowbrook Medical Care Facility be set at 0.80. All voted yes.

4. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that the 2008 millage for Commission on Aging be set at 0.3803. All voted yes

The Administration Committee made the following recommendations to the Finance Committee: 1) the Veterans Counselors' hours be increased by up to six hours per week 2) \$5,372.04 be paid to the Retirement System to cover Tom Sandeen's retirement from December, 2085 to September, 1986, 3) Mathew Goodhue from Common sense Computing be hire to configure the two servers at a rate of \$80 per hour, not to exceed 12 hours, 4) the contract amount for Trimble Consulting be increased by \$20,000, 5) the 2007 budget for a laptop computer for the Coordinator/Planners office be increased by \$2,600 6) an actuarial report be obtained from the Retirement system to determine the increased cost for adding a 5% pension adjustment for Antrim County employees who retired after 1991.

5. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that the 2007 Veterans' Counselor's budget be increased by \$800 to cover the cost of increasing her hours by up to 6 additional hours per week to be used only if necessary beginning Monday, October 8, 2007. All voted yes.

6. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that \$5,372.04 be allocated to pay the employer portion for Thomas Sandeen for the period between December 1985 and September 1986. All voted yes.

7. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners that the Board contract with Mathew Goodhue from Common Sense Computing to configure the two servers at a rate of \$80 per hour, not to exceed 12 hours. All voted yes.

8. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners that the Trimble Consulting contract amount be increased by \$20,000. All voted yes.

9. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners a laptop computer be purchased from the 2007 budget for the Coordinator/Planner's office at a cost not to exceed \$2,600. All voted yes.

10. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners an actuarial report be obtained from the Retirement System at a cost of \$740 to determine the cost of a 5% pension adjustment for Antrim County employees who retired after 1991. All voted yes.

11. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that \$7,400 be transferred from the Capital Outlay Reserve Fund to the General Fund for replacement of the boiler in the 1905 Courthouse. All voted yes.

Sheriff Terry Johnson requested an increase in the 2008 budget for the Dr. contract for the Jail.

12. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners that the cost for the Dr. contract at the Jail for 2008 be increased by \$15,700. All voted yes.

The meeting adjourned at 12:00 Noon

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

Monday, November 5, 2007

The meeting came to order at 9:00 a.m. in Room 120 of the County Building.

Present: Larry Bargy, Jerroll Drenth

Absent: Laura Stanek

Also present: Laura Sexton, Jack White

1. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the claims and accounts totaling \$124,821.24 be approved. All voted yes.

Deborah Peters, Veterans Counselor, presented a request for an increase in funding for Veterans Relief in 2007.

2. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the Veterans' Relief appropriation be increased by \$8000. All voted yes.

Marna Robertson and David Schultz gave financial reports for Meadowview Apartments and Meadowbrook MCF.

Sherry Comben, County Treasurer, requested purchase of two printers.

3. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the County Treasurer purchase 2 laser printers with envelope feeders at a total cost of \$2,499.24; \$2000 from the Capital Outlay of the General Fund as budgeted for 2007 and \$500 from the 1999 Foreclosure Fund. All voted yes.

Terry Johnson, Sheriff, presented the wage increases for 2007 and 2008 which are a result of the various union contract settlements.

4. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the wage increases for 2007 and 2008 (see attachment) as a result of the various union contract settlements be approved. All voted yes.

Peter Garwood and Joe Meyers from the Coordinator/Planner's office requested \$1,000 as a grant match for a grant received by the Antrim Conservation District for the Beal Lake access site.

5. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners \$1,000 for a grant match for a grant received by the Antrim Conservation District for the Beal Lake access site be approved. All voted yes.

Peter Garwood, Coordinator/Planner and Eileen Wallick, Parks Manager presented a request for High Speed Internet at Barnes Park.

6. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners a high speed internet be established at Barnes Park; costs not to exceed \$1,000 to be paid from the 2007 Barnes Park current budget. All voted yes.

7. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners \$5,000 be established in Fund #218 (Technology establishment project) for incidental expenses not necessarily included in existing budget estimates. All voted yes.

The matter of purchasing a new hot water heater for Barnes Park was referred to the Buildings and Grounds Committee.

The meeting adjourned at approximately 12 Noon.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

Monday, December 10, 2007

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

Present: Laura Stanek, Jerroll Drenth, Larry Bargy

Absent: None

Also present: Laura Sexton, Jack White

1. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the Claims and Accounts totaling \$152,646.60 be approved and paid. All voted yes.

Laura Sexton, County Clerk presented information and a proposal for a computer program for recording and tracking vital records.

2. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the computer program for the County Clerk's recording and tracking vital records be purchased for \$17,310.00 as budgeted for 2008 which includes installation and training. All voted yes.

Jerroll Drenth on behalf of Carl Goeman presented a request for installation of an exterior heavy duty electrical outlet for the portable generator and the FEMA trailer at a cost of \$750.00.

3. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners, the heavy duty electrical outlet be obtained for the Emergency Services Building at a cost of \$750.00 to be paid from the 2008 budget. All voted yes.

Mr. Drenth presented a request for a replacement water heater at the Barnes Park bath house, estimated ranging from \$4,100 to \$6,800.

4. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners a replacement water heater be installed at the Barnes Park bath house at a cost of \$4,100 from the 2008 budget, work to be done by Niepoth Plumbing & Heating. All voted yes.

Terry Johnson and Steve Bratschi from the Sheriff Department presented a proposal to obtain a grant from Homeland Security for a CAD to CAD connection between Antrim and Charlevoix Counties; grant to be \$9,400 per county; counties to provide \$1,260 each for annual maintenance agreement.

5. It was moved by Drenth, seconded by Bargo it be recommended to the Board of Commissioners, a grant be obtained from Homeland Security for \$9,400 to add a CAD to CAD connection between Antrim County and Charlevoix County; Antrim County agreeing to pay \$1,260 for an annual maintenance agreement from the 2008 911 budget. All voted yes.

The Sheriff reported that the Doctor contract for the Jail would remain as budgeted for 2008. He also reported that plans were underway for obtaining a snowmobile from the 2008 budget.

Robert Massey requested purchase of a copier for the Construction Code Enforcement Department.

It was moved by Drenth, seconded by Bargo a copier be purchased for the Construction Code Enforcement as budgeted for 2008. All voted yes.

Carol Mitchell requested an appropriation of \$15,000 to the Commission on Aging to be paid back in 1008.

5. It was moved by Drenth, seconded by Bargo it be recommended to the Board of Commissioners an appropriation of \$15,000 to the Commission on Aging be approved. All voted yes.

Charles Koop informed the committee he would be going to Quantico, Virginia with his assistant to obtain information involving an investigation he is currently involved in and would be utilizing travel funds.

Theresa Kent requested additional funds for the Abstract part time employee.

6. It was moved by Bargo, seconded by Drenth it be recommended to the Board of Commissioners that \$2,000 be transferred from various non-wage line items to the part time wage line item in the Abstract Department 2007 budget. All voted yes.

The meeting adjourned at 11:45 a.m.