

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

Monday, January 11, 2010

Present: Laura Stanek, Larry Bargy, Jerroll Drenth
Absent: None
Also present: Jack White, Laura Sexton, Peter Garwood

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

1. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the claims and accounts totaling \$118,506.16 be approved and paid. All voted yes.

Sheriff Dan Bean explained that the area in the Grove Street Annex Building assigned to the Detectives would be adequate to accommodate the three detectives and the myriad of computer equipment needed to efficiently run the office if the area was re-done with effectively placed work stations and equipment stations. Estimates for re-doing the area indicate the cost to be approximately \$6,700.

2 It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners, the Detective Office area in the Grove Street Annex Building be re-done with work stations and computer work areas at a cost not to exceed \$6,500. Motion carried all members present voting yes.

The meeting adjourned at 10:30 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

Monday, February 8, 2010

Present: Laura Stanek, Larry Bargy, Jerroll Drenth
Absent: None
Also present: Jack White, Laura Sexton, Peter Garwood

The meeting came to order at 9:00 a.m. in Room 120, 1st Floor of the Antrim County Building.

1. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the claims and accounts totaling \$230,470.62 be approved and paid. All voted yes.

Sheriff Dan Bean, District Judge John Foresman, and Circuit Court staff member Teri Quinn, met with the Finance Committee and discussed the need for Closed Building Security at the 1905 Courthouse. They were requested to return at budget time with firm estimates of cost.

ACT Director Al Meacham presented the 2011 budget Resolution, including \$116,500 in Federal funds, \$258,200 in estimated State funds, \$156,000 in local funds, \$168,800 for estimated fare box, and \$28,900 in estimated other funds.

2. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the Chairman be authorized to sign the Resolution of Intent for Dial-a-Ride proposing the estimated federal funds, state funds, fare box, and local funds for 2010 with the estimated local funds being \$156,000. All voted yes.

Sherry Comben, County Treasurer, presented a request to purchase current and delinquent tax software from BS&A Software at a total cost of \$121,033 with the yearly fee at \$10,600. Revenue to fund the purchase could be obtained from proceeds from foreclosure activity in the Tax Payment Funds. The Committee decided to hold the request over until March.

3. It was moved by Drenth, seconded by Bargy that \$290 be paid from Fund #217, Prosecuting Attorney Legal Fund, for medical expenses for two children (victims). All voted yes.

4. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that a computer and monitor be purchased for the Prosecuting Attorneys' Office at a cost of \$1,570 as budgeted. All voted yes.

The Prosecuting Attorney also requested purchase of a hi-speed scanner to better expedite production of copies in larger court cases.

5. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the Prosecuting Attorney purchase a Canon DR 9050C Scanner from Ikon Office Products at a cost of \$6,635, to be obtained from Capital Outlay Reserve Fund. All voted yes.

I.T. Director Valerie Craft presented a proposal for purchase of computers for the County Treasurer's office as specified in the 2010 General Fund budget.

6. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that five (5) computers be purchased for the County Treasurer's Office as budgeted in the 2010 General Fund budget at a total cost of \$5,234.00 All voted yes.

Peter Garwood presented a Jail Cooler change order, an error having been made in the size of the base for the cooler.

7. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners, the Chairman be authorized to sign the Jail Cooler change order thereby increasing the cost of the cooler by \$300.00. All voted yes.

The meeting adjourned at 12:30 p.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

MINUTES

Monday, March 08, 2010

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

Present: Laura Stanek, Larry Bargy

Absent: 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 \$ 195,988.58 be approved and paid. All voted yes.

Debbie Hershey, Grass River Natural Area Inc. Director, gave a Campaign Financial Update for the building program. She also presented the quarterly budget.

County Treasurer Sherry Comben presented a comparative report on conversion from Bellaire Computer Center to BS&A Software for tax and assessment computer programs for the County Treasurer and Equalization Director. Representatives from seven township boards also spoke in support of obtaining this software.

2. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the Software Transition for Tax and Assessment programs be purchased from BS&A Software for \$237,156 to be paid from foreclosure revenues in the Tax Payment Funds. This will also include transition for 15 townships and 5 villages. Acceptance will be under the condition that townships and villages provide their own software and pay for maintenance charges. All voted yes.

Dan Bean, Dean Pratt, and Steve Bratschi from the Sheriff Department explained that an additional 911 fee should be put on the ballot at the November election due to increased expenditures for the 911 program and the lack of sufficient revenues. The current fee is \$1.97 per phone. They recommended requesting an additional \$0.94 on the ballot proposal, bringing the total collected to \$2.91 per phone.

3. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that a ballot proposal for 911 requesting approval of an increase of \$0.94 per phone which with the current revenue of \$1.97 per phone would bring the revenue realized to \$2.97 per phone be placed on the November, 2010 ballot and that Doug VanEssen be contracted to provide the correct ballot language at a fee of \$250.00. All voted yes.

Sheriff Bean and Mike Sizen also presented quotes on installation of shelving in the new walk-in cooler/freezer, the price of which is included in the total amount previously approved for

the project.

It was moved by Bargy, seconded by Drenth the shelving for the inside of the new cooler/freezer be purchased from Central Restaurant Products at a cost of \$2,629.57 which is included in the \$40,000 approved for the project at the February 11, 2010 meeting and a hand truck (800 lb capacity) be purchased from Sam's Club for \$84.97. All vote yes.

The Sheriff also requested purchase of one budgeted item and one non-budgeted item: a DVR (\$745.00 budgeted) and a monitor (\$259.00) for the Interviewing Room

It was moved by Drenth, seconded by Bargy purchase of a monitor for \$259.00 for the Jail Interviewing Room be approved. All voted yes.

It was moved by Drenth, seconded by Bargy the purchase of a DVR for \$765.00 for the Jail Interviewing Room as budgeted be approved. All voted yes.

It was moved by Bargy, seconded by Drenth the purchase of a 3 ½ quart, 1/5 hp Waring food processor for \$430.00 for the Jail kitchen as budgeted be approved. All voted yes.

The meeting adjourned at 11:10 a.m.

FINANCE COMMITTEE		
Laura Stanek, Chairman	Larry Bargy	Jerroll Drenth

Monday, April 05, 2010

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

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Absent: None

Also present: Jack White, Laura Sexton, Peter Garwood

1. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the claims and accounts totaling \$293,556.81 be approved and paid. All voted yes.

Credit card purchases were discussed. It was decided to add a limitation on “tipping” to the credit card policy. The matter will be addressed at the next Finance Committee meeting.

2. It was moved by Drenth, seconded by Bargy, it be recommended to the Board of Commissioners that \$443,170, the 2010 designated spending amount from the Revenue Sharing Reserve Fund, be transferred from that fund to Fund #101, General Fund, as budgeted for 2010. All voted yes

John Strehl, Airport Manager, gave an update on his quarterly expense and revenue for the Airport. He indicated he would be buying aircraft fuel, both jet and 100, for a total of \$25,000.

Sherry Comben, County Treasurer, requested that the Construction Code Enforcement Department be authorized to accept payment through credit card at no expense to the county through a third party credit supplier as is used in the County Treasurer’s office. This would only be used for over-the-counter requests.

It was moved by Drenth, seconded by Bargy the Construction Code Enforcement Department accept payment with credit cards in the manner currently used by the County Treasurer’s office which has no cost to the county. All voted yes.

3. It was moved by Bargy, seconded by Drenth, it be recommended to the Board of Commissioners that the invoice from TC-TALUS for \$3,000 for Grand Vision expense be paid from Contingencies in the General Fund. All voted yes.

The Sheriff requested purchase of several items for his department as budgeted for 2010.

It was moved by Bargy, seconded by Stanek a tazer be purchased for Animal Control for \$828.00 and 3 digital recorders be purchased for Sheriff Department for \$414.00, both as budgeted. All voted yes.

4. It was moved by Bargy, seconded by Drenth, it be recommended to the Board of Commissioners a Live Scan machine (palm print identification) be purchased for the Sheriff Department for \$16,160 as budgeted. All voted yes.

5. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners a Vital Signs machine be purchased for use by the Jail Nurse at a cost of \$2,321 with the over-budget amount of \$321 to be paid from Capital Outlay from the amount the LiveScan equipment is under budget. All voted yes.

6. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners an In-car recorder be purchased for \$6,500 as budgeted in the Secondary Road Capital Outlay with the possibility of \$1,500 of the purchase price being reimbursed by Michigan Municipal Risk Management. All voted yes.

Sheriff Bean and Steve Bratschi requested purchase of several items of capital outlay for 911. The matter was tabled until further information can be obtained from other vendors.

Mike Neubecker, COA Director, requested that the clerical assistant part time position in the COA office be made a full time position at the Union scale of Clerk II.

7. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners that the part time clerical position in the Commission on Aging office be made a full time position at the Union scale of Clerk II. All voted yes.

Joe Meyers reported that the schools had been contacted about education programs about the Antrim County Recycling program. The response has been practically 100%. He requested purchase of additional promotional bags to be given to the students.

It as moved by Bargy, seconded by Drenth that \$1,200 be allocated in the advertising budget of Fund #226, County-Wide Recycling Fund, for purchase of promotional bags to be given to students involved in the school education programs. All voted yes.

Director Marna Robertson and David Schultz from Meadowbrook informed about the progress on information about the ballot question concerning the Meadowbrook expansion. They presented two possible ballot proposals for the August 3, 2010 election. The matter was tabled until May.

8. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that version 2 (see attached) of the 911 Funding Proposal be adopted for the November 2, 2010 General Election. All voted yes.

There was discussion on the Grass River appropriation. The matter was tabled until budget time.

The Board Chairman, Finance Chairman, Coordinator/Planner, and Chief Financial Officer will be attending a Joint 3-county meeting on Monday, May 17, 2010 to consider changes

to the Intercounty District Court Operating Agreement.

The meeting adjourned at 12:15 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

Monday, May 10, 2010

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

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Absent: None

Also present: Jack White, Sheryl Guy and Peter Garwood

1. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the claims and accounts totaling \$390,950.48 be approved and paid. All voted yes.

MSU Extension Director – Stanley Moore requested purchase of Response Card RF LCD, RF Receiver and Case presented quote from Turning Technologies for \$2,099.00.

MSU Extension Director – Stanley Moore requested purchase of Martin Yale 61201 Collator presenting quote from Factory Express for \$1,999.00.

2. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the purchase of 1 – Response Card RF LCD, RF Receiver and Case from Turning Technologies at the costs of \$2,099.00. Payment Capital Outlay – MSU Extension Budget of \$1,000.00 and remaining \$1,099.00 to be paid from the Citizens Planning Program. The purchase of 1 - Martin Yale 61201 Collator from Factory Express at the cost of \$1,999.00 to be paid from Capital Outlay – MSU Extension Budget. All voted yes.

Antrim County Undersheriff – Dean Pratt purchase of UL 300 Standard Kitchen Suppression System presenting (3) quotes.

3. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that the quote from Fire Pros Inc for UL 300 Standard Kitchen Suppression System at the cost of \$1,685.00 to be paid from Capital Outlay – Jail Budget. All voted yes.

Antrim - 911 - Sgt. Steven Bratschi requested the purchase of Jail/ACRC Base Radio's, Dispatch Workstations (3) and monitors (9), Dispatcher Supervisor Workstation and Monitors, 911 Touch screen Monitors, Message Switch Server, UPS Battery Replacement and Recorder Replacement and presented quotes.

4. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the purchase of Jail/ACRC Base Radio's from OTEC at the cost of \$2,024.00. To be paid from the General Fund – Capital Outlay Jail Budget 50% totaling \$1,012.00 and 50% totaling \$1,012.00 from the 911 Wireless Fund #262. The purchase of (3) Dispatch Workstations and (9) monitors at the cost of \$4,914.99 from Dell and Dispatch Supervisor Workstation and Monitors at the cost of \$1,514.33 from Dell. The purchase of the 911 Touch screen Monitors at the cost of \$1,978.00 from Dell. The purchase of the Message Switch Server at the cost of \$10,938.26 from Dell. The purchase of UPS Battery Replacement at the cost of \$2,725.00 from Emerson to be paid from 911 Wireless Funds #262. The purchase of Recorder Replacement System at the cost of \$38,985.00 from DSS Corporation. To be paid from the 911 Wireless Fund #262 as Budgeted 50% totaling \$19,467.50 and General Fund - Capital Outlay Sheriff 50% total cost \$19,467.50. Total cost to be paid from 911 Wireless Fund #262 \$42,550.08. Total cost to be paid from General Fund-Capital Outlay Sheriff \$19,467.40. Total cost to be paid from General Fund – Capital Outlay Jail Budget \$1,012.00. Total cost is \$63,029.58. All voted yes.

2011 Budget – County Clerk has sent out 2011 budget worksheets to the Department heads. Finance Committee will schedule 2011 budget meetings for late July or Mid August 2011.

2010 Millage approval – 5.4 maximum – County General Operating
Drenth stated that the Board of Commissioners should plan on setting the 2010 Millage at 5.4 and hold off until 2011 budget process has been completed to roll back if budget allows.

Public Works Committee – Peter Garwood requesting approval from the Board of Commissioners to pay \$150.00 per month for additional rent for Drain Commission - Mark Stone as his personal business office is too small to accommodate space needed for the Hydro Relicensing Project. He has the opportunity to rent a larger office across the hall in building that he is currently renting and will post Drain Commissioner on the door. Peter stated that he has consulted with Charles Koop and as long as the Drain Commissioner keeps his main office in the County Building no problem with maintaining additional site in Elk Rapids. The cost of increase in rent at \$150.00 per month and will be paid from the Hydro Facility Fund for (1) year. After (1) year this will be re-evaluated to see if additional space is still necessary.

5. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the approval of \$150.00 per month for Drain Commission – Mark Stone to rent a larger office space in the building that he currently has his personal business. This will make space for the Hydro Facility Relicensing Project for a (1) year period to be paid from the Hydro Facility Fund and be re-evaluated in (1) year. All voted yes.

Meadow Brook Ballot Proposal – David Schultz and Marna Robertson presented a Resolution submitting Meadow Brook Medical Care Facility Millage Proposal to be placed on the ballot for the August 3, 2010 election.

6. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners that the Resolution for the Meadow Brook Medical Care Facility Millage Proposal be placed on the ballot for the August 3, 2010 election. All voted yes.

Up front advance for Energy Grant (\$80,000.00).

7. It was moved by Drenth, seconded by Bargo it be recommended to the Board of Commissioners that up front advance for the Energy Grant be approved and paid from the General Fund Special Projects (Contingencies) Budget (101-895-999). All voted yes.

The meeting adjourned at 11:35 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerrold Drenth

Monday, June 7, 2010

Present: Laura Stanek, Larry Bargy, Jerrold Drenth

Also present: Laura Sexton, Peter Garwood

The meeting convened 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 \$453,725.07 be approved and paid. All voted yes.

Carl Goeman presented information on a \$25,000 grant received from the Grand Traverse Band of Ottawa and Chippewa Indians. The grant is for providing house numbering signs to homeowners in Antrim County.

It was moved by Drenth, seconded by Bargy that the Emergency Services Coordinator and Equalization Director proceed with plans to acquire and distribute house numbering signs all to be paid from the \$25,000 grant from the Grand Traverse Band of Ottawa and Chippewa Indians.

Sheriff Dan Bean and Undersheriff Dean Pratt presented a request for purchase of vehicles as budgeted (see attached).

2. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the following vehicle purchases be made for the Sheriff Department as budgeted for 2010: 2 Ford police interceptors @ \$20,345.00 each, 2 equipment packages for the interceptors @ \$5,000.00 each, 2 ICOP Digital Cameras for the interceptors @ \$5,700.00 each, and 1 Dodge Avenger Detective vehicle for \$16,000.00 with the provision that approximately \$1,500.00 will be recovered for each interceptor through the Rap grant; (total project cost - \$78,090.00). All voted yes.

3. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the Sheriff purchase 6 radios with antennas and mounts for \$234.00 each (total cost - \$1,404.00) as budgeted for 2010 for the Marine program boats. All voted yes.

4. It was moved by Drenth, seconded by Stanek it be recommended to the Board of Commissioners that the Sheriff purchase a top for the Marine jet boat for \$779.99 and 3 sets of PBT equipment for the Marine boats all as budgeted for 2010. All voted yes.

Sheriff Bean also reported that instead of requesting purchase of a new motor for the boat on the Upper Chain which would not qualify for reimbursement, he will be having the motor rebuilt at a cost of about \$6,000 which will be reimbursed by the grant.

Sheriff Bean also reported on vacancies in the Department.

5. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the funds be restored in the Sheriff budget for the upcoming vacancy(s) in the Sheriff Department. All voted yes.

2010 Budget meeting dates:

August 18, 2010	9:00 a.m.	full day
August 30, 2010	9:00 a.m.	full day if needed

6. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the county cost-share with Milton Township on the repair of the cairn on Cairn Highway with the provision that a minimum of 3 bids be taken for the repair. All voted yes.

The meeting adjourned at 11:30 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

Tuesday, July 06, 2010

Present: Laura Stanek, Jerroll Drenth, Larry Bargy

Absent: None

Also present: Laura Sexton, Peter Garwood, Danell Doucette

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

1. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the claims and accounts totaling \$ 158,869.52 be approved and paid. All voted yes.

Robert Englebrecht, Equalization Director, presented the 2011 budget request for Equalization Department including a Capital Outlay request for 3 computers as recommended by I.T. Dept.

2. It was moved by Drenth, seconded by Bargy the 2011 budget request for Equalization including the Capital Outlay request be referred as presented for later consideration by the Finance Committee. All voted yes.

Bob Englebrecht also presented the 2011 budget request for GIS operating and GIS additional software (software totaling \$43,000).

3. It was moved by Drenth, seconded by Bargy the 2011 budget request for the GIS Implementation Fund plus the \$43,000 for software be referred for later consideration by the Finance Committee. All voted yes.

Patty Niepoth presented the Register of Deeds 2011 budget requests.

4. It was moved by Bargy, seconded by Drenth the 2011 budget request for Register of Deeds be referred as presented for later consideration by the Finance Committee. All voted yes.

Patty Niepoth also presented the 2011 budget requests for the Microfilm, Plat Board, and Register of Deeds Automation Fund.

5. It was moved by Bargy, seconded by Drenth the 2011 budget requests for Microfilm, Plat Board, and the Register of Deeds Automation Fund be referred as presented for later consideration by the Finance Committee. All voted yes.

Sherry Comben, County Treasurer, presented the 2011 budget requests for County Treasurer and Fund #255. The County Treasurer request includes \$107,000 for Accounting Software Replacement.

5. It was moved by Bargy, seconded by Drenth the 2011 budget request for County Treasurer and Fund #255 be referred as presented for later consideration by the Finance Committee.. All voted yes.

Laura Sexton presented the 2011 budget request for County Clerk with Capital Outlay request of \$3,300 for computers as recommended by the I.T. Department.

6. It was moved by Bargy, seconded by Drenth the 2011 budget requests for the County Clerk and Capital Outlay be referred as presented for later consideration by the Finance Committee.

Sheriff Dan Bean presented bids to repair a boat motor and also to purchase a new motor.

Elk River Marine	fix motor	\$ 5,425.78
	Replace motor	10,190.00
	Replace motor (option 2)	8,870.00

There is \$12,000 budgeted in 2010 for replacement of this motor. Replacement would come 100% from county funds. Repair of the motor could be reimbursed by State funds. There is a possible option of acquiring the funds to repair the motor from the State funds and then combining them with county funds to purchase a new motor – waiting for confirmation from the State on this.

7. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the purchase of a new boat motor be approved with the Sheriff to make the decision on repairing or purchasing the motor depending on the response from the State. All voted yes.

Sheriff Bean also requested that part of the \$2,000 budgeted in 2010 Capital Outlay for server purchase be transferred to his operating budget for purchase of a Record management System (RMS) for a sub-station computer (workstation license - \$1,500; map display and pin mapping - \$200)

8. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that \$2,000 be transferred from Sheriff Capital Outlay to Sheriff operating for purchase of a Record Management System (RMS) for a sub-station computer. All voted yes.

The meeting adjourned at 11:30 a.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

Monday, August 9, 2010

Present: Laura Stanek, Jerroll Drenth, Larry Bargy

Absent: None

Also present: Jack White, Laura Sexton, Peter Garwood

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

1. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the claims and accounts totaling \$398,399.24 be approved and paid. All voted yes.

There was discussion on the proposed Inter-county District Court Operating Agreement. The matter was tabled until 10:00 a.m.

The County Clerk presented figures from the July Trial Balance showing the current Fund Balance deficit of Fund #249, Construction Code Enforcement, to be \$58,755.

2. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners that \$60,000 be appropriated from the General Fund to Fund #249, Construction Code Enforcement to eliminate the Fund Balance deficit. All voted yes.

It was moved by Drenth, seconded by Bargy that it be recommended to the Public Works Committee that investigation be done on making the Construction Code Enforcement Department a part-time department. All voted yes.

The County Clerk presented 2011 budget requests for the following Cost Centers: Board of commissioners, Jury Commission, Budget/Accounting, Communications, Elections, Survey & Remonumentation, Apportionment Commission, Gun Board, Dams, Health, Welfare, Insurance & bonds, Fringe Benefits, and Special Projects (Contingencies).

It was moved by Drenth, seconded by Bargy the County Clerk purchase two laptops at \$997.62 each (total cost - \$1,995.24) as budgeted in the 2010 General Fund budget. All voted yes.

It was moved by Bargy, seconded by Drenth the 2011 budget requests from the above named departments be recommended to the Finance Committee as presented. All voted yes.

Sheriff Dan Bean requested an increase in the Health line item of the Jail budget. One of inmates incurred excessive charges for health issues and the line item is overspent by \$6,200.

3. It was moved by Drenth, seconded by Stanek it be recommended to the Board of Commissioners the health line item in the Jail budget be increased by \$10,000. All voted yes.

The Sheriff reported that the Doctor currently serving the jail inmates under contract will not be doing so when the contract expires. He has been talking to another physician.

4. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that the Inter-county District Court Operating Agreement be accepted. All voted yes.

Stan Moore requested an extension from July to September of the “Way to Grow” agreement with TBAISD. TBAISD will provide \$2,348 and MSUE will provide staff.

5. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the Chairman be authorized to sign a Memorandum of Understanding with TBAISD for an extension of the “Way to Grow” program. All voted yes.

John Strehl, Airport Director, presented a proposal for establishing a kiosk at the Airport with advertisers promoting the Antrim County and Bellaire area the initial start-up cost to be approximately \$3,000.

6. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the kiosk for the Airport be obtained with funds from the General Fund advertising budget and the revenues from the sale of advertising be deposited in the Airport Operating Fund and the cost of the start-up be returned to the General Fund as revenues are collected. All voted yes.

It was moved by Bargy seconded by Drenth it be recommended to the Board of Commissioners the Chairman be authorized to sign a contract with the Ellsworth Farmers Exchange for a “Price not to Exceed” option for supplying propane to the Antrim County Airport. All voted yes.

Mr. Strehl reported that he would be hosting the Michigan Association of Airport Executives at Shanty Creek Resort on September 13 – 17, 2010.

Mr. Garwood reminded about the county obligation of \$28,000 to the Glacial Hills Natural Area Pathway project.

The meeting adjourned at Noon.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerrold Drenth

Tuesday, September 07, 2010

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

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Absent: None

Also present: Laura Sexton, Jack White, Peter Garwood

1. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioner the claims and accounts totaling \$211,471.44 be approved and paid. All voted yes.

Sheriff Dan Bean requested an increase in the health line item of the Jail budget due to unusually large charges for health problems of two inmates.

2. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the health line item of the 2010 Jail budget be increased by \$15,000 to \$45,000. All voted yes.

Sheriff Bean also reported that a boat motor had an accident. Repair would be \$6,000 – \$8,000. A new motor would cost approximately \$17,000. He requested \$17,000 for a new motor be added to the 2011 proposed budget. The matter was tabled until other questions about the accident and the results of the accident were answered.

Sheriff Bean reported that a full time correction officer had resigned.

3. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners that the restoration of funds for a part time corrections officer be replaced by a restoration of funds for a full time corrections officer. All voted yes.

County Treasurer Sherry Comben joined the meeting.

Marna Robertson and David Schultz from Meadowbrook Medical Care Facility presented the contracts between Meadowbrook MCF and Elzinga & Volkers, Inc. as Construction Manager for the Meadowbrook additions and renovations and between Meadowbrook MCF and Hooker DeJong Architects & Engineers for Architect services for Meadowbrook additions and renovations. There was general discussion on the project the bonding for the project and the proposed financial advisor and bonding attorney for the project. It was determined that Miller, Canfield, Paddock and Stone, P.L.C. is the bonding attorney firm and Robert Bendzinski of Bendzinski & Co., Municipal Finance Advisors is the Financial Advisor.

3. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the Notice of Intent Resolution (Capital Improvement Bonds for Meadowbrook MCF) be adopted at the September 9, 2010 meeting. All voted yes.

4. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the Contractual Agreements between Meadowbrook MCF and Hooker, DeJong (Architects) and between Meadowbrook MCF and Elzinga & Volkers, Inc (Construction Manager) be accepted. All voted yes.

5. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the millage for the Commission on Aging be set at 0.40. All voted yes.

6. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the millage for Meadowbrook Medical Care Facility be set at 1.00. All voted yes.

6. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners two Funds be established for the Meadowbrook Medical Care Facility project: Fund #351, Meadowbrook Debt Retirement, and Fund #451, Meadowbrook Renovations and Additions Fund. All voted yes.

Peter Garwood explained the payment for the Glacial Hills project.

It was moved by Drenth, seconded by Bargy to add the T.C. Library request of \$3,287 to the Appropriations Cost Center of the proposed 2011 General Fund budget. All voted yes.

John Strehl requested guidance on purchase jet and regular fuel for planes. It was decided to purchase 5,000 gallons @ \$2.866/gal and to increase the expenditure amount of the Airport budget by the resulting total. All voted yes.

Charles Koop requested a \$2,500 addition to the budget for the Domestic Violence Hot Line Assistance for spouses, significant others, and dating relationship individuals of law enforcement officers. He was informed that it was being considered for the 2011 budget.

The meeting adjourned at 12:30 p.m..

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerroll Drenth

Monday, October 11, 2010

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

Present: Laura Stanek, Larry Bargy, Jerroll Drenth
Also present: Jack White, Laura Sexton, Peter Garwood

1. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners the claims and accounts totaling \$230,259.78 be approved and paid. All voted yes.

Bob Englebrect, Equalization Director, and Joe Meyers, Associate Planner, request purchase of a GIS Program and license that would increase efficiency and improve the product of the GIS.

2. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners that an improved GIS Program be purchased at \$4,950 for the program and \$1,500 per year for the maintenance costs to be paid from Fund #240, GIS Operations Fund. All voted yes.

There was discussion on the 2011 Construction Code Enforcement request for Capital Outlay. It was decided to recommend the proposed 2011 Construction Code Enforcement budget to the Board of Commissioners without the Capital Outlay. In the event of an emergency, capital outlay purchases may be requested during the year.

Sheriff Dan Bean explained the two options for obtaining payment from the State for felons who are in the Antrim County Jail either awaiting transfer to a State prison or staying at the Antrim Jail at the behest of the State. (See attached for the options). Sheriff Bean indicated that he met with two of his staff members and the Adult Probation Officer and, with their guidance, is recommending adoption of Option B.

3. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners Option B be adopted for the Jail Felon Reimbursement Program. All voted yes.

Sheriff Bean requested purchase of a canopy for the Zodiac boat as budgeted for 2010.

4. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners a canopy be purchased for the Zodiac boat at a cost of \$2,000. All voted yes.

A recommendation was read from the Health and Public Safety Committee that the damaged boat motor be corrected with Option 2 (see attached). The Committee questioned the proposed warranty and decided to table the matter until more information was obtained on the warranty. Sheriff Bean will be following up on this.

5. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that the 2011 Budget Resolution (see attached) be adopted. All voted yes.

6. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the hours of the part time person in the Veterans Counselor Office be increased by 5 hours to 15 hours per week through the end of 2010. All voted yes.

Mr Garwood informed that there are still questions on the boundary discrepancies of the Elk Rapids DDA proposal. He also informed that another motion opting out of the DDA would have to be passed as the Public Review period is not over.

Mr Garwood also offered information about the employment of bond counsel for the Meadowbrook bond issue.

Mr. Garwood also informed that the appraisal for the Glacial Hills Grant is lower than expected therefore there will be a shortfall of approximately \$ 4,886.38 from the State grant money. The state will be paying 31% of the costs.

The meeting adjourned at 12:30 p.m.

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bary

Jerroll Drenth

Monday, November 08, 2010

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

Present: Laura Stanek, Jerroll Drenth,

Absent: Larry Bary

Also present: Laura Sexton, Jack White

1. It was moved by Drenth, seconded by Stanek it be recommended to the Board of Commissioners the claims and accounts totaling \$225,241.57 be approved. All voted yes.

Commission on Aging Director Michael Neubecker presented medical bills for a client who had fallen in the loan room at the COA building. He also informed that a new policy had been adopted eliminating client's presence in the loan room. The bills for the medical treatment that are not covered by insurance total \$331.32.

It was moved by Drenth, seconded by Stanek the costs for medical treatment for a Commission on Aging client which total \$331.32 be paid from Contingencies in the Commission on Aging fund. All voted yes.

Mr. Neubecker also requested purchase of a laptop which is included in the 2010 budget. He presented 3 estimates.

It was moved by Drenth, seconded by Stanek the Commission on Aging buy a Hewlett Packard laptop computer for \$977.57. All voted yes.

There was discussion on the COA obtaining an additional television for the Wii contests. Mr. Neubecker will come back with quotes.

Sheriff Dan Bean and Undersheriff Dean Pratt informed that the current Dr. at the Jail, Dr. Wilcox, would no longer be there and requested that Dr. May be his replacement. The cost would be \$1,250 per month plus insurance of \$6,320 for a yearly total of \$21,320.00.

2. It was moved by Drenth, seconded by Stanek it be recommended to the Board of Commissioners that the Sheriff proceed with contracting with Dr. May for physician services at the Jail, that the Jail account for this service be increased by \$3,000, and that the Chairman be authorized to sign the contract with Dr. May. All voted yes.

3. It was moved by Stanek, seconded by Drenth that it be recommended to the Board of Commissioners a boat motor be purchased for the Marine program at a total cost of \$11,500 and this amount be transferred from the Capital Outlay Reserve Fund.

Peter Garwood reported that, although the surcharge request had not passed at the recent Election, the \$1.97 that has been collected on each phone to date could still be collected for the 911 program. The Sheriff presented amended 911 Fund budgets for 2011 which reflected decreases as a result of the failed surcharge ballot request. (see attachment)

4. It was moved by Drenth, seconded by Stanek it be recommended to the Board of Commissioners the amended 2011 budgets for Fund #261, 911 Operating Fund, and Fund #262, 911 Wireless Fund be approved.

Sheriff Bean requested purchase of a hardened laptop computer as budgeted for 2010. He was asked to return with 3 quotes.

Airport Manager John Strehl presented a proposed Resolution supporting H.B. 5773. The Committee informally agreed to support the Resolution when it is brought to the Board meeting as a recommendation from the Transportation Committee.

Register of Deeds requested purchase or lease of a small copier and presented three estimates.

It was moved by Drenth, seconded by Stanek the Register of Deeds lease a Xerox copier for \$36.16 per month (includes supplies and maintenance) as budgeted for 2010. All voted yes.

5. It was moved by Stanek, seconded by Drenth it be recommended to the Board of Commissioners the Chairman be authorized to sign the Community Corrections contract with Grand Traverse County for the time period October 1, 2010 through September 30, 2011. All voted yes.

The meeting adjourned at approximately 12 Noon.

Laura Sexton, County Clerk

FINANCE COMMITTEE

Laura Stanek, Chairman

Larry Bargy

Jerrold Drenth

Monday, December 06, 2010

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

Present: Laura Stanek, Larry Bargy, Jerroll Drenth

Absent:

Also present: Laura Sexton, Jack White, Peter Garwood

1. It was moved by Drenth, seconded by Stanek it be recommended to the Board of Commissioners the Claims and Accounts totaling \$196,384.87 be approved and paid. All voted yes.

Bill Heffren, Family Division/Probate Court, presented quotes for a computer purchase (see attached).

It was moved by Drenth, seconded by Bargy the Family Division/Probate Court purchase a computer from EDS (Hewlett Packard) for \$638.59 as budgeted for 2011. All voted yes.

Sergeant Steve Bratschi from 911 presented quotes for purchase of a Hardened Laptop Computer (see attached).

2. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners the Sheriff (911) purchase a Panasonic Toughbook Computer from Tel-Rad for \$4,956.14 plus \$1,338.63 for installation parts and labor as budgeted for 2010. All voted yes.

Sheriff Dan Bean and Undersheriff Dean Pratt informed that the lease from the State for the truck that has been used for the Marine program is completed and the truck now belongs to the County. There was discussion on the question of whether to begin another lease of a truck or to just charge mileage to the Marine grant. It was decided to charge mileage to the Marine grant and address the matter again for 2012.

Sheriff Bean and Undersheriff Pratt presented quotes on a budgeted computer purchase for 2011. It was noted that the budget had been for purchase of 7 computers which is half of what is needed but the quotes had come in low enough to buy all fifteen computers for the amount budgeted for 2011. (see attached)

3. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners 15 replacement Hewlett Packard computers be purchased for the Sheriff Department at a cost of \$484.12/each (total - \$7,261.80; 2-year warranty) as budgeted in the 2011 General Fund Budget. All voted yes.

4. It was moved by Stanek, seconded by Drenth it be recommended to the Board of Commissioners that, the shortfall of approximately \$4,886.38 in the Glacial Hills Grant Fund be paid from the Forestry Fund. All voted yes.

Mr. Garwood requested that a separate Fund be established for the Michigan Public Service Commission (MPSC) grant.

5. It was moved by Drenth, seconded by Bargy it be recommended to the Board of Commissioners, that Fund #288, Michigan Public Service Commission (MPSC) Energy Grant Fund be established. All voted yes.

6. It was moved by Bargy, seconded by Drenth it be recommended to the Board of Commissioners that for the lighting retrofit project under the EECBG Energy Grant, light bulbs costing \$0.20 more than originally planned be purchased with the goal of obtaining a rebate from Consumers Energy of approximately 5,000; and the budget overage on the light bulb purchase of \$612.00 be paid from the Special Projects Fund. All voted yes.

Mr. Garwood also announced that due to an over-estimate of costs for the Energy Grant project, the following buildings would be added to the project: 1905 Courthouse, Maintenance Garage, Annex Building, Antrim County Transportation Building, and Nifty Thrifty.

7. It was moved by Bargy, seconded by Drenth the following retroactive and pending expenditures for the Grass River Building Fund be approved: Health Department Septic Permit - \$318.00; Excavator - \$150.00; Surveying and Site Plan - \$950.00; CWS Architects - \$5,500.00. All votes yes.

8. It was moved by Bargy, seconded by Drenth, if necessary, the Coordinator/Planner with the Chairman of Buildings & Grounds, and the Chairman of the Board be authorized to approve Grass River Interpretive Center expenditures for immediate payment. All voted yes.

Commission on Aging Director Michael Neubecker, presented quotes on purchase of a TV and Wii for the Senior Center.

It was moved by Drenth, seconded by Bargy the Commission on Aging purchase a computer and Wii from K-Mart at a cost of \$959.93. All voted yes.

The meeting adjourned at 11:50 a.m.