

**FINANCE & ADMINISTRATION COMMITTEE  
MINUTES**

**DATE:** Monday, May 8, 2017

**TIME:** 5:15 p.m.

**PLACE:** Surbeck Building, Commissioner Chambers, Corunna

**MEMBERS PRESENT:** Chairman Marks, Commissioners Coscarelli and Bruff

**OTHER COMMISSIONERS PRESENT:** Commissioners Root, McMaster, Bartz and Holzhausen

The meeting was called to order by Chairman Marks at 6:12 pm followed by the Pledge of Allegiance.

Call to the Public: Deb Doyle, Mayor of Durand and Chair for 911 Board. Commented on 911 bid.

It was moved by Commissioner Bruff supported by Commissioner Coscarelli to move to the next Committee of the Whole meeting consideration to authorize the change from Part-Time (25 hour) to Full Time (40 hour) status for Maintenance Worker I, Alan Custer, at level 3 of the Rye Salary Schedule, with a range from \$24,774.00 to \$30,309.00. Yeas: 3, Nays: 0. Motion carried.

It was moved by Commissioner Bruff supported by Commissioner Coscarelli to move to the next Committee of the Whole meeting consideration to authorize Resolution #17-05-10 Resolution Requesting Allocation of Assets, for MERS to reallocate the total market value of assets as of April 01, 2017 between groups 01 and 90, AFSCME; groups 21 and 22, Teamsters Command; groups 13 and 81, Probate Court; and groups 15 and 80, Circuit Court, and authorize the Board Chair to execute all necessary documents. Yeas: 3, Nays: 0. Motion carried.

It was moved by Commissioner Bruff supported by Commissioner Coscarelli to move to the next Committee of the Whole meeting consideration to authorize Budget Amendment #17-5 enabling the transfer of Annual Surplus Fund Balance to 101-955-998-001, Other Retirement Payments, and 101-966-999-000, Transfer Out to Other Funds under the Annual Budget surplus Policy established December 17, 2015, and authorizing the expenditure of those funds for their intended purposes. Yeas: 3, Nays: 0. Motion carried.

It was moved by Commissioner Coscarelli supported by Commissioner Bruff to move to the next Committee of the Whole meeting consideration to authorize Resolution #17-05-11 to supersede Resolution #17-03-05, for submission of a Michigan Natural Resources Trust Fund Application for park updates at Henderson Park in Rush Township, as well as the use of up to \$25,000.00 from the Waste Management Corporation fund (upon grant approval) and authorize the Board Chair to execute all necessary documents. Yeas: 3, Nays: 0. Motion carried.

It was moved by Commissioner Bruff supported by Commissioner Coscarelli to move to the next Committee of the Whole meeting consideration to authorize a contract renewal between the Register of Deeds office and Kofile Technologies for Annual Maintenance & Support for the Register of Deeds CountyFusion Software Program for a 5 year term, at a cost of \$16,615.00 per year for the 5 year term to be paid with \$1,000.00 from the Register of Deeds General Fund Budget, Line Item #101-236-804.000 and the remaining \$15,615.00 to be paid from the Register of Deeds Automation Fund, a Special Revenue Fund; Line Item #256-268-700.000 and authorize Lori Kimble, Register of Deeds, to execute all necessary documents. Yeas: 3, Nays: 0. Motion carried.

It was moved by Commissioner Bruff supported by Commissioner Coscarelli to move to the next Committee of the Whole meeting consideration to authorize budget amendment #17.3 to fund the special assignment of a Sheriff's Deputy in the Friend of the Court budget, and, if authorized by the Board of Commissioners, the transfer of appropriation to fund the change of 1 part time Maintenance Worker to Full Time Maintenance Worker I status. Yeas: 3, Nays: 0. Motion carried.

It was moved by Commissioner Bruff supported by Commissioner Coscarelli to move to the next Committee of the Whole meeting consideration to authorize Resolution #17-05-12, Senior Citizens Services Millage Proposal and certifying ballot language. Yeas: 3, Nays: 0. Motion carried.

It was moved by Commissioner Bruff supported by Commissioner Coscarelli to move to the next Committee of the Whole meeting consideration to adopt the tentative 2017 budget calendar for the 2018 budget. Yeas: 3, Nays: 0. Motion carried.

It was moved by Commissioner Coscarelli supported by Commissioner Bruff to move to the next Committee of the Whole meeting consideration to authorize a contract renewal between the Shiawassee County Clerk's office and Kofile Technologies for Annual Maintenance & Support for the County Clerk's CountyFusion Software Program for a five (5) year term, at a cost of \$4,430.00 per year for the five (5) year term to be paid from the County Clerk's General Fund Budget, Line Item # 101-215-804.000 and authorize Caroline Wilson, County Clerk, to execute all necessary documents. Yeas: 3, Nays: 0. Motion carried.

**OTHER AGENDA ITEMS:** Commissioner Holzhausen and Chairman Root commented on the 911 bid.

Call to the public: No one responded.

The meeting adjourned at 6:42 p.m.

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Chairman Brandon Marks  
Finance & Administration Committee

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Caroline D. Wilson  
Shiawassee County Clerk