

**FINANCE & ADMINISTRATION COMMITTEE
MINUTES**

DATE: Monday, June 12, 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 and Holzhausen

ABSENT COMMISSIONER: Commissioner Bartz

The meeting was called to order by Chairman Marks at 6:16 pm followed by the Pledge of Allegiance.

Call to the Public: No one responded.

It was moved by Commissioner Bruff supported by Commissioner Coscarelli to move to the next Committee of the Whole meeting consideration to authorize the Shiawassee County Treasurer's office to contract for a non-employee temp at an hourly rate range from \$12.99 to \$15.89 for a period of no more than 120 days to be paid from 101-253-804.000 Treasurer Contracts, 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 the Shiawassee County Clerk's office to hire a Deputy Circuit Court Clerk, to fill a vacancy at Pay Grade 03 on the Rye Salary Schedule with a salary range from \$24,774.00 to \$30,309.00, 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 Buildings and Grounds to hire a full-time Maintenance Worker I, to fill a vacancy at Pay Grade 03 on the Rye Salary Schedule with a salary range from \$24,774.00 to \$30,309.00, 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 Buildings and Grounds to hire 2 part-time temporary employees (up to 30 hours per week; not to exceed 120 days) with a pay range from \$10.17 per hour to \$12.44 per hour, with no fringe benefits except those required by law, to be paid from line item 101-691-703.000, 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 the Friend of the Court to enter into a Interlocal Agreement for I.T. Services with G2G for credit card processing services, to be executed by Chief Judge Ward L. Clarkson. 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 #17.4 to increase the capital outlay budget for Central Dispatch/911 utilizing funds from their savings account to provide for costs related to new generation 911 software, and building improvements, 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 payment of \$21,309.50 (representing 50% of the 2017 Shiawassee County P.A. 2 of 1986 Cobo Hall Convention Facility tax received on April 28, 2017, requiring Board approval) to Mid-State Health Network as required under the Public Act, 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 the renewal of MMRMA insurance coverage for the period of June 30, 2017 through July 01, 2018 at a cost of \$381,742.00 to be paid from the budgeted line item 101-954-910.000, 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 the contract with ADP for annual payroll, HR support and management tools in the amount of \$91,552.88 to be paid from 101-172-804.000, administration contracts, 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 approving Resolution #17-06-14, and authorize the Board Chair to sign all necessary documents. Yeas: 3, Nays: 0. Motion carried.

Call to the public: No one responded.

The meeting adjourned at 718 p.m.

Chairman Brandon Marks
Finance & Administration Committee

Caroline D. Wilson
Shiawassee County Clerk