

**FINANCE & ADMINISTRATION COMMITTEE  
MINUTES**

**DATE:** Monday, November 5, 2018

**TIME:** 5:00 p.m.

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

**MEMBERS PRESENT:** Chairman Root, Commissioners Marks and McMaster

**OTHER COMMISSIONERS PRESENT:** Commissioner Bartz, Holzhausen, Coscarelli and Bruff.

The meeting was called to order by Chairman Root at 6:44 p.m. followed by the Pledge of Allegiance.

Call to the Public: No one responded.

It was moved by Commissioner Marks, supported by Commissioner McMaster to move to the next Committee of the Whole meeting consideration to approving the FY 2017 Cost Allocation Plan and authorize the Board Chair to execute all necessary documents. Motion carried.

It was moved by Commissioner Marks, supported by Commissioner McMaster to move to the next Committee of the Whole meeting consideration to authorize the purchase of a new server from GovConnection in the amount of \$17,500 to be paid from account #258-704.000 and software licenses from Zone in the amount of \$5,588 from account #258-804.001. (See Ms. Carstens explanation in Board packets.) Motion carried.

It was moved by Commissioner Marks, supported by Commissioner McMaster to move to the next Committee of the Whole meeting consideration to authorize Building & Grounds Superintendent to contract with AAA Furnace and Duct Cleaning in the amount of \$4,800, to have the ducts in the jail cleaned. Motion carried.

It was moved by Commissioner Marks, supported by Commissioner McMaster to move to the next Committee of the Whole meeting consideration to authorize Building & Grounds Superintendent to purchase a generator for the Surbeck Building from Atherton Road Sales in the amount of \$5,660. Motion carried.

It was moved by Commissioner Marks, supported by Commissioner McMaster to move to the next Committee of the Whole meeting consideration of resolution to authorize execution and delivery of an installment purchase agreement between Shiawassee County and Huntington Public Capital Corporation and authorize the Board Chair to sign all necessary documents.

**OTHER AGENDA ITEMS:** Commissioner Bartz asked for budget update. The generator from the Medical Care Facility.

Call to public: No one responded.

The meeting adjourned at 7:01 p.m.

\_\_\_\_\_/s/ [Jeremy Root]\_\_\_\_\_  
Chairman Jeremy Root  
Finance & Administration

\_\_\_\_\_/s/ [Caroline D. Wilson]\_\_\_\_\_  
Caroline D. Wilson  
Shiawassee County Clerk