

**FINANCE & ADMINISTRATION COMMITTEE
MINUTES**

DATE: Monday, May 14, 2018

TIME: 5:15 p.m.

PLACE: Surbeck Building, Commissioner Chambers, Corunna

MEMBERS PRESENT: Chairman Root, Commissioner Marks and Commissioner McMaster

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

The meeting was called to order by Chairman Root at 6:20 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 to consider the request of Probate/Family Court to assign a Deputy Sheriff to serve as a full-time bailiff. Estimated annual cost of \$82,477. The Court asserts a portion of the annual cost will be covered by certain court funds. Motion carried.

It was moved by Commissioner Marks, supported by Commissioner McMaster to move to the next Committee of the Whole meeting to consider authorizing the Sheriff's Office to hire a full-time Deputy Sheriff to fill a vacancy created by assignment of a deputy to the Probate Court if approved in the preceding agenda item. Motion carried.

It was moved by Commissioner Marks, supported by Commissioner McMaster to move to the next Committee of the Whole meeting to consider authorizing the Department of Veterans Affairs to hire an additional full-time Veterans Benefits Counselor, Salary Grade 5, (9 Steps) \$32,614 - \$42,390. (Starting: \$32,614 - \$37,502, Grade 5, Steps 1-5). Motion carried.

Commissioner Holzhausen left at 6:24 p.m.

It was moved by Commissioner Marks, supported by Commissioner McMaster to move to the next Committee of the Whole meeting to consider approving a replacement of the County's data backup storage system which recently failed. Total cost estimate of \$5,935.02 (\$2,390.16 for hardware chassis; \$3,544.86 for software program/application). Motion carried.

It was moved by Commissioner Bartz, supported by Commissioner Marks to move to the next Committee of the Whole meeting to consider approving the tentative 2018 Budget Calendar for the 2019 budget. Motion carried.

It was moved by Commissioner Marks, supported by Commissioner McMaster to move to the next Committee of the Whole meeting to consider authorizing the quarterly disbursement to Mid-State Health Network in the amount of \$20,923.50 from Shiawassee County in accordance with P.A. 2 of 1986 “Cobo Hall Convention Facility” or “Liquor Tax” funds, 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 to consider approving the Probate/Family Court Employees Association tentative agreement with an effective date of May 19, 2018. Motion carried.

It was moved by Commissioner Marks, supported by Commissioner McMaster to move to the next Committee of the Whole meeting to consider approving the Sheriff’s Office, Emergency Management Division to hire a part-time Secretary at \$12.50 per hour, up to 8 hours per week. The position will be at-will funded by reducing the Emergency Manager’s hours by 5 hours per week and by utilizing the Sheriff’s Office previously approved 120 hours of secretarial support. Motion carried.

It was moved by Commissioner Marks, supported by Commissioner McMaster to move to the next Committee of the Whole meeting to consider removing the court security deputies from the classified wage-study list and assigning them to a group contract. The contract will provide for at-will part-time employment at \$14.00 per hour without other benefit, and with any work from zero to 19 hours per week per officer, to be determined and assigned at the sole discretion of the County Sheriff. To facilitate staffing, the Sheriff may retain up to fifteen officers under the contract. It was moved by Commissioner Marks, supported by Commissioner McMaster to amend this motion with the rate of \$14.50 per hour and hours to be zero to 25 hours per week. Motion carried.

OTHER AGENDA ITEMS:

It was moved by Commissioner Root, supported by Commissioner Marks to move to the next Committee of the Whole meeting to consider to approve the Parks and Recreation Committee to purchase 2 trail cams and a light for the Geeck Road Park bathroom, not to exceed \$500 and to come out of the Waste Management budget. Motion carried.

Call to public: No one responded.

The meeting adjourned at 6:37 p.m.

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

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