

# MINUTES

## BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Thursday, January 11, 2024 – 4:00 p.m.**

Present: Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer, Christopher Boyd  
Absent: Dennis Krafft – Chair  
Others: Koren Thurston, Dave Gilbert, Dennis Harris, Michael Webster, Sheldon Matthews, Gerald Little, Mark Piotrowski, Tony DePelsMaeker, Dennis Borchard, Lacey Ziola, Dan Armentrout, Eric McGlothlin, Christina Harrington, Jennifer Broadfoot, Brian Keenan-Lechel, Catherine Hicks, Marissa Sawdon, Suzy Koeplinger and others

- I. Call to Order ---**Tany at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**December 7, 2023**)  
---**Moved by Boyd, seconded by Slodowski. Motion carried.**
- IV. Public Comment ---**None**
  - *Speakers limited to 3 minutes*
- V. Agenda
  1. **Tony DePelsMaeker, Maintenance Director, re:**
    - **1-16-11** Requesting approval of up to \$275,000 to be allocated from the Public Improvement Fund for relocation of Circuit Court Probation from 1931 Bagley to 618 Cass Street  
---**Moved by Spitzer, seconded by Boyd, to approve. Motion carried. (Board Report)**
    - **1-16-15** Requesting approval of up to \$52,000 to replace two (2) oversized 25 horsepower booster pumps with properly sized 10 horsepower booster pumps to remedy over-pressurization problems at the Jail  
---**Moved by Spitzer, seconded by Slodowski, to approve. Motion carried. (Board Report)**
  2. **Dennis Borchard, Managing Director, Lacey Ziola, Finance & Benefits Director, Road Commission, and Eric McGlothlin, Dickson Wright PLLC, re:**
    - **1-16-12** Submitting a Resolution requesting Saginaw County issue general limited tax bonds for Road Commission facilities to not exceed the amount of \$17,000,000  
---**Moved by Boyd, seconded by Slodowski, to approve. Motion carried. (Res. 2024 – 2)**
  3. **Koren Thurston, Finance Director, and Chris Harrington, Health Director, re:**
    - **1-16-13** - Vendor Transactions Dec. 1 – 31, 2023 \$6,148,923.68  
---**Moved by Spitzer, seconded by Slodowski, to approve. Motion carried. (Board Report)**

**Referred to committee from the December 19, 2023 Board Session:**

- Discussion and approval of the county's General Fund Maintenance of Effort contribution to the Health Department increase of \$199,148 from the current budgeted amount of \$1,600,000  
---**Moved by Boyd, seconded by Slodowski, to approve the MoE formula. Motion carried.**  
---**Moved by Spitzer, seconded by Boyd, to approve the \$199,148 increase in budget.**  
(Board Report)

~~4. **Honorable Chief Judge Julie A. Gafkay, re:**~~

~~**Postponed from the December 7, 2023 Budget/Audit Committee:**~~

- ~~▪ Discussion of hiring the equivalent of two (2) full-time deputies (4 part-time deputies at 20 – 25 hours/week) in Circuit Court *(Information to be provided)*~~

**Per Judge Gafkay, postpone to February Budget/Audit Committee meeting**

5. ~~**Blair Stevenson, Chief Assistant Prosecuting Attorney, re:**~~

~~**Referral from Courts & Public Safety Committee:**~~

- To amend the Prosecutor's Office FY 2024 Budget by \$185,000 as new revenue (\$100,000 from MDHHS and \$85,000 from City of Saginaw) and to use existing funds for APA and staff raises in the Prosecutor's Office  
---**Moved by Spitzer, seconded by Slodowski, to approve. Motion carried with an abstention from Boyd. (Board Report)**

VI. Miscellaneous ---**Chairman Boyd referenced an MLive article that spoke of the Buena vista demolition project and stated we need to take action as a board to resolve this matter.**

VII. Adjournment ---**Moved by Slodowski, seconded by Spitzer, to adjourn. Motion carried; time being 5:15 p.m.**

Respectfully Submitted,  
Jack Tany, Committee Vice-Chair  
Suzy Koeplinger, Committee Clerk

# MINUTES

## BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Thursday, February 8, 2024 – 4:00 p.m.**

Present: Dennis Krafft – Chair, Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer  
Absent: Christopher Boyd  
Others: Mary Catherine Hannah, Koren Thurston, Dave Gilbert, Mark Piotrowski, Sheldon Matthews, Jennifer Broadfoot, Kelly Suppes, Mary McLaughlin, Undersheriff Gomez, Hurley Coleman, Michelle McGregor, Suzy Koeplinger and Marissa Sawdon

- I. Call to Order ---**Krafft at 4:02 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**January 11, 2024**)  
---**Moved by Tany, seconded by Spitzer, to approve. Motion carried.**
- IV. Public Comment (*Speakers limited to 3 minutes*)
  - **Michelle McGregor, Bridgeport Charter Township, expressed support for Saginaw Community Action Committee (CAC) and Hurley Coleman’s request for ARPA funding to provide Saginaw County residents housing and home repair funds.**
- V. Agenda

*Order of business changed to accommodate time restraints*

1. **Undersheriff Gomez, Sheriff Federspiel, Sheriff Department, re:**
  - **2-20-8** Requesting approval to replace an agreement with MSP regarding the report writing system SARMS with an agreement with CORE technologies for \$19,650 per year and one-time fee of \$55,000  
---**Moved by Slodowski, seconded by Tany, to approve. Motion carried.**  
(Board Report)
2. **Koren Thurston, Finance Director, re:**
  - **2-20-6** - Vendor Transactions Jan. 1 – 31, 2024 \$11,278,488.85  
---**Moved by Tany, seconded by Slodowski, to approve. Motion carried.**  
(Board Report)
  - **2-20-7** Submitting the report of budget adjustments and grants accepted on behalf of the County by the Controller for 10-1-23 – 12-31-23  
---**Moved by Slodowski, seconded by Tany, to receive and file. Motion carried.**  
(Receive & File)

*Pulled from agenda*

- ~~3. **Honorable Chief Judge Julie A. Gafkay, re:**  
**Postponed from the December 7, 2023 Budget/Audit Committee:**
  - ~~Discussion of hiring the equivalent of two (2) full-time deputies (4 part-time deputies at 20 – 25 hours/week) in Circuit Court (*Information to be provided*)~~~~

VI. Miscellaneous

- **Hurley Coleman, Saginaw Community Action Committee, provided information on affordable housing efforts and home repair for Saginaw County residents and requested consideration of appropriating \$500,000 of ARPA funds to Saginaw Community Action Committee. (No action)**

VII. Adjournment ---*Moved by Tany, seconded by Spitzer, to adjourn. Motion carried; time being 4:32 p.m.*

Respectfully Submitted,  
Dennis Krafft, Committee Chair  
Suzy Koeplinger, Committee Clerk

# MINUTES

## BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Thursday, March 7, 2024 – 4:00 p.m.**

Present: Dennis Krafft – Chair, Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer, Christopher Boyd  
Others: Mary Catherine Hannah, Koren Thurston, Dave Gilbert, Lt. Mark Przybylski, Christina Harrington, Josh Brown, Mark Angliss, Rachel Horton, Dennis Borchard, Lacey Ziola, Brian Keenan-Lechel, Mary McLaughlin, Darcie Totten, Michael Webster, Roger Swets, Steve Burke, Jennifer Broadfoot, Michael Yelsik, Marissa Sawdon and Suzy Koeplinger

- I. Call to Order ---**Krafft at 4:12 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**February 8, 2024**)  
---**Moved by Slodowski, seconded by Tany, to approve. Motion carried.**
- IV. Public Comment (*Speakers limited to 3 minutes*)  
---**None**
- V. Agenda
  1. **Lt. Mark Przybylski, Emergency Management Coordinator, re:**
    - **3-19-8** Requesting approval to increase the Emergency Service budget up to \$100,000 to provide a mechanism to receive and spend donations for the Stop the Bleed project which educates and provides bleeding control kits to schools  
---**Moved by Boyd, seconded by Slodowski, to approve. Motion carried. (Board Report)**
  2. **Christina Harrington, Health Officer, Health Department, re:**
    - **3-19-9** Requesting approval to accept grant funding from Covenant PHO and MDHHS totaling \$601,309 and amendment of its FY24 budget  
---**Moved by Spitzer, seconded by Boyd, to approve. Motion carried. (Board Report)**
  3. **Josh Brown, Director, and Mark Angliss, Assistant Director, Information Technology, re:**
    - **3-19-10** Requesting approval to increase its Wireless Projects budget by \$70,000 to cover unexpected project costs  
---**Moved by Spitzer, seconded by Tany, to approve. Motion carried by unanimous roll call. (Board Report)**
  4. **Rachel Horton, Director, Animal Care & Control, re:**
    - **3-19-12** Requesting approval to increase her purchase card limit from \$5,000 to \$10,000  
---**Moved by Boyd, seconded by Slodowski, to approve. Motion carried. (Board Report)**

Pulled prior to committee

5. ~~Todd Borders, Court Administrator, 10<sup>th</sup> Circuit – Family Division, re:~~

- ~~▪ 3-19-11 Requesting approval to move Juvenile Probation Officers from a B-14 classification to a B-15 classification~~

6. Dennis Borchard, Managing Director, Saginaw County Road Commission, re:

- 3-19-13 Requesting approval of a Resolution Authorizing the issuance of limited tax general obligation bonds, series 2024 for Road Commission Facilities not to exceed the amount of \$17,000,000  
*---Moved by Tany, seconded by Spitzer, to approve. Motion carried by unanimous roll call. (Board Report)*

7. Koren Thurston, Finance Director, re:

- 3-19-6 Requesting approval of the FY 2025 Budget Calendar  
*---Moved by Boyd, seconded by Tany, to approve. Motion carried. (Board Report)*
- 3-19-15 Vendor Transactions Feb. 1 – 29, 2024 \$19,005,669.90  
*---Moved by Boyd, seconded by Tany, to approve. Motion carried. (Board Report)*

8. Mary Catherine Hannah, Administrator, re:

- 3-19-7 Submitting an updated spreadsheet with the status of all internal and external ARPA projects, including funds expended as of December 31, 2023  
*---No action (Receive & File)*

9. Rehmann, re:

- 3-19-16 Presentation of the Draft FY 2023 Audit (*Distributed prior to the meeting*)  
*---No action (Receive & File)*

VI. Miscellaneous *---None*

VII. Adjournment *---Moved by Boyd, seconded by Tany, to adjourn. Motion carried; time being 5:40 p.m.*

Respectfully Submitted,  
Dennis Krafft, Committee Chair  
Suzy Koeplinger, Committee Clerk

# MINUTES

## BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Thursday, April 4, 2024 – 4:00 p.m.**

Present: Dennis Krafft – Chair, Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer, Christopher Boyd  
Others: Mary Catherine Hannah, Tim Novak, Dave Gilbert, Mary McLaughlin, Michael Yelsik, Darcie Totten, Jaime Ceja, Chris Diffin, Catherine Hicks, and Suzy Koeplinger

- I. Call to Order **---Krafft at 4:02 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes **(March 7, 2024)**  
**---Moved by Tany, seconded by Boyd, to approve. Motion carried.**
- IV. Public Comment **(Speakers limited to 3 minutes)---None**
- V. Agenda

1. **Tim Novak, County Treasurer, re:**

- **4-16-9** Submitting a proposed Resolution of Agency and a proposed Resolution to Borrow Against Delinquent 2023 Real Property Taxes in the amount of \$19,000,000  
**---Moved by Tany, seconded by Boyd, to approve. Motion carried.**  
**(Res. 2024 - 5) (Res. 2024 - 6)**

2. **Darcie Totten, Assistant Finance Director, re:**

- **3-19-9** Vendor Transactions Mar 1 – 31, 2024 \$13,393,683.89  
**---Moved by Tany, seconded by Spitzer, to approve. Motion carried.**  
**(Board Report)**

3. **Committee Chair Krafft, re:** Items for discussion

- Budget Process Update
- Early Estimate on outcome: deficit or otherwise?
- Adjustable Revenue/Expense Items to assist with balancing
- Strategic Planning Session

**---Discussion was held regarding the budget process, using revenue replacement dollars, building reserves, reducing borrowing and interest, contract negotiations, and the deficit. The Administrator would find it helpful to have parameters when building the budget and she will distribute a survey to commissioners to rate their strategic planning priorities.**

4. Any other matters to come before the committee

**---The ad hoc Opioid Settlement Committee met prior to this meeting and discussed the MDOC grant regarding the Opiate Methamphetamine Specific Program (OMSP) with Mary McLaughlin from Community Corrections. This is a peer recovery support program that currently only takes felons but is looking to provide services to those who do not meet eligibility criteria. Discussion was held regarding the cost of the program and matching the type of offender to appropriate programming.**

***---Boyd moved, seconded by Tany, to allocate \$130,000 from Opioid Settlement funds to the Community Corrections OMSP. Motion carried. (Board Report)***

- VI. Miscellaneous---***The Administrator provided an update on the HVAC situation in the building and expressed an interest in placing solar panels on county buildings at some point.***
- VII. Adjournment ---***Moved by Spitzer, seconded by Boyd, to adjourn. Motion carried; time being 4:53 p.m.***

Respectfully Submitted,  
Dennis Krafft, Committee Chair  
Suzy Koeplinger, Committee Clerk



# MINUTES

## BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Thursday, May 9, 2024 – 4:00 p.m.**

Present: Dennis Krafft – Chair, Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer

Absent: Christopher Boyd

Others: Mary Catherine Hannah, Koren Thurston, Bill Smith, Jennifer Broadfoot, Mary McLaughlin, Todd Borders, William Stanuszek, Darcie Totten, Diedre Tyler, Kion Turner, Mark Piotrowski, Chip Hendrick, Jaime Ceja, Suzy Koeplinger, and Renee Sharkey

I. Call to Order ---**Krafft at 4:00 p.m.**

II. Welcome

III. Correction/Approval of Minutes (**March 7, 2024**)

---**Moved by Tany, seconded by Slodowski, to approve. Motion carried.**

IV. Public Comment (*Speakers limited to 3 minutes*)---**None**

V. Agenda

1. **Koren Thurston, Finance Director**, re:

- **5-21-6** Vendor Transactions Apr. 1 – 30, 2024 \$14,728,643.07  
---**Moved by Spitzer, seconded by Slodowski, to approve. Motion carried.**  
**(Board Report)**

2. **Todd Borders, 10<sup>th</sup> Circuit Court, Family Court Administrator**, re:

- **5-21-7** Requesting approval to increase its 29266201 Budget by \$114,285 to cover a shortfall in medical services to children  
---**Moved by Spitzer, seconded by Tany, to approve. Motion carried.**  
**(Board Report)**

3. **William Stanuszek, Director, Mosquito Abatement Commission**, re:

- **5-21-8** Requesting approval to purchase an additional ten (10) acre parcel at the Towerline property in the amount of \$100,000  
---**Moved by Tany, seconded by Slodowski, to approve. (Board Report)**  
**Motion carried by the following rollcall vote: Yes: Spitzer, Slodowski, Tany, and Krafft; Abs: Boyd**

4. **Mary Catherine Hannah, County Administrator**, re:

- **5-21-9** Submitting an American Rescue Plan Act (ARPA) Subrecipient Project Status report ---**No Action**

5. Any other matters to come before the committee ---**None**

VI. Miscellaneous---**None**

VII. Adjournment---**Moved by Tany, seconded by Slodowski, to adjourn. Motion carried; time being 5:00 p.m.**

Respectfully Submitted,  
Dennis Krafft, Committee Chair  
Suzy Koeplinger, Committee Clerk

4-8-24/rs/sek

# MINUTES

## BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Thursday, June 6, 2024 – 4:00 p.m.**

Present: Dennis Krafft – Chair, Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer, Christopher Boyd  
Others: Mary Catherine Hannah, Koren Thurston, Dave Gilbert, Darcie Totten, Dennis Harris, Mark Piotrowski, Jaime Ceja, Suzy Koeplinger, Renee Sharkey, and Catherine Hicks

- I. Call to Order ---**Krafft at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**May 9, 2024**)  
---**Moved by Tany, seconded by Spitzer, to approve. Motion carried.**
- IV. Public Comment (*Speakers limited to 3 minutes*) ---**None**
- V. Agenda

1. **Koren Thurston, Finance Director**, re:

- **6-18-9** Vendor Transactions May 1 – 31, 2024 \$25,117,009.64  
---**Moved by Spitzer, seconded by Boyd, to approve. Motion carried.**  
**(Board Report)**
- **6-18-10** Submitted the report of budget adjustments and grants accepted on behalf of the County by the Administrator for 1-1-24 to 3-31-24  
---**Moved by Boyd, seconded by Slodowski, to receive and file. Motion carried.**  
**(Receive & File)**

2. **Mary Catherine Hannah, County Administrator**, re:

- **6-18-11** Requested approval to move \$750,000 from the Dow Millage Fund and \$1,785,820 from the Public Improvement Fund to the Memorial Cup project to cover additional expenditures.  
---**Moved by Tany, seconded by Boyd, to approve. (Board Report)**  
**Motion carried by the following rollcall vote:**  
**Yes: Boyd, Spitzer, Slodowski, Tany, and Krafft**  
**No: None**

3. Any other matters to come before the committee ---**None**

- VI. Miscellaneous ---**Chair Krafft asked the Administrator for an update on the FY 2025 Budget. She responded that there is an overall less than 2% increase and binders will be available June 10, 2024.**
- VII. Adjournment---**Moved by Tany, seconded by Boyd, to adjourn. Motion carried; time being 4:52 p.m.**

Respectfully Submitted,  
Dennis Krafft, Committee Chair  
Suzy Koeplinger, Committee Clerk

# MINUTES

## BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Thursday, August 8, 2024 – 4:00 p.m.**

Present: Dennis Krafft – Chair, Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer  
Absent: Christopher Boyd  
Others: Mary Catherine Hannah, Koren Thurston, L. William Smith, Darcie Totten, Denny Harris, Mark Piotrowski, Rachel Horten, Mary McLaughlin, Undersheriff Gomez, Gene Schmidt, Randy Pfau, Jennifer Broadfoot, Jessica Sargent, Blair Stevenson, Chris Harrington, Charlene Coleman, Lupe Warsin, Connie Weil, Goeffrey Weil, Patti Johnson, Jaime Ceja, Suzy Koepplinger, Renee Sharkey and Catherine Hicks

- I. Call to Order ---**Krafft at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**June 6, 2024**)  
---**Moved by Slodowski, seconded by Tany, to approve. Motion Carried.**
- IV. Public Comment (*Speakers limited to 3 minutes*) ---**None**
- V. Agenda

1. **Undersheriff Gomez, Undersheriff**, re:

- **8-20-16** Requested three (3) budget adjustments to: **(1)** Increase with revenue the Sheriff's Vehicle Pool account by \$52,181 and increasing user departments; **(2)** Increase the Drug Forfeitures budget with revenue by \$35,500 generated by the sale of a Dodge Durango; and **(3)** Establish a new budget within the Special Projects Fund 280 to accept \$28,500 funds received by the State of Michigan for FY 2024 to support required annual in-service training standards for licensed law enforcement officers. State funds will be sufficient to cover the cost of mandatory active shooter training for all presently employed, licensed, law enforcement officers.

--- **Tany moved, seconded by Commissioner Spitzer, to approve item number 1. Motion carried.**

--- **Tany moved, seconded by Commissioner Slodowski, to approve item number 2. Motion carried.**

--- **Slodowski moved, seconded by Commissioner Tany, to approve item number 3. Motion carried.**  
**(Board Report)**

2. **Blair Stevenson, Chief Assistant Prosecutor**, re:

- **8-20-17** Requested a transfer of \$3,850 to its DHHS Division budget – Capital Outlay for furniture and to replace desks with those that are equipped with locks, per requirements.

---**Moved by Slodowski, seconded by Tany, to approve. Motion Carried.**  
**(Board Report)**

3. **Jessica Sargent, Commission on Aging Director**, re:

- **8-20-18** Requested **(1)** budget adjustments for its Home Delivered Meals/Congregate Nutrition Program (\$146,000) due to serving 100 more people and the increased cost and decreased availability of less costly groceries and **(2)** Transportation Program (\$15,000). They have fewer volunteer drivers and have had to hire staff from temp agencies.

*---Spitzer moved, seconded by Commissioner Slodowski, to approve item number 1. Motion carried.*  
*---Spitzer moved, seconded by Commissioner Tany, to approve item number 2. Motion carried.*  
*(Board Report)*

4. Rachel Horton, Director of SCACC, re:

- **8-20-19** Requested use of General Donations to increase its budget by \$25,000 to construct a room to house the oxygen generator in the Surgical Center. They have received approximately \$78,000 in donations.

*---Slodowski moved, seconded by Tany, to approve. Motion Carried.*  
*(Board Report)*

5. Koren Thurston, Finance Director, re:

- **8-20-20** Vendor Transactions June 1 – 30, 2024 in the amount of \$7,209,109.34. This is \$8.5 Million less compared to last year due to completed projects.

*---Tany moved, seconded by Slodowski, to approve. Motion Carried.*

- **8-20-21** Vendor Transactions July 1 – 31, 2024 in the amount of \$11,508,170.56. This is a \$1.6 Million increase compared to last year partially due to the Mosquito Control project.

*---Spitzer moved, seconded by Slodowski, to approve. Motion Carried.*  
*(Board Report for 8-20-20 and 8-20-21)*

- **8-20-22** Submitted the quarterly budget adjustments and grants accepted on behalf of the County by the Administrator for 4-1-24 to 6-30-24

*---Tany moved, seconded by Spitzer, to receive and file. Motion Carried.*

- **8-20-23** Submitted amendments to Draft #1 of the proposed FY 2025 Budget General Fund: **(1)** Increase to the Medical Examiner’s budget of \$32,827 due to reclassification of the Office Manager; **(2)** Increase to the Medical Examiner’s budget of \$20,000 to account for contract renewals of the Medical Examiner and Deputy Medical Examiner; **(3)** To provide funding to MSU Extension of \$150,000; **(4)** Increase of \$30,517 to the Prosecutor’s Office budget due to reclassification of the Director of Operations and Legal Office Manager; and **(5)** Increase of Prosecutor’s Office High Crime Community Support Grant from the State of Michigan estimated at \$350,000. Additional adjustments affect the Sheriff’s Special Projects fund and have no impact on the General Fund.

*---Slodowski moved, seconded by Tany, to approve all five amendments to the budget. Motion Carried. (Board Report)*

6. Mary Catherine Hannah, County Administrator, re:

- **8-20-24** Requested the reallocation of American Rescue Plan Act (ARPA) funds to: **(1)** Reallocate \$500,000 from the County Clerk digitization of files request to the Saginaw County Courts to update JAVS systems; **(2)** Reallocate unspent funds from COVID Healthcare claims in the amount of \$197,065.03 to zero out Premium Pay (\$6,903.89) and to the HVAC Courthouse Project (\$190,161.14); and **(3)** Reassign unspent funds allocated for the “Medical Diamond Project” from the City of Saginaw to the Saginaw County Health Department for the pre-development and construction/purchase phases of new facilities (\$4,652,034.76)

***---Spitzer moved, seconded by Tany, to approve all three items. Motion Carried.  
(Board Report)***

7. Any other matters to come before the committee ***---None***

VI. Miscellaneous ***---None***

VII. Adjournment ***---Moved by Tany, seconded by Slodowski, to adjourn. Motion carried; time being 4:58 p.m.***

Respectfully Submitted,

Michael Webster, Committee Chair

Suzy Koeplinger, Committee Clerk

# MINUTES

## BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Thursday, September 5, 2024 – 4:00 p.m.**

Present: Dennis Krafft – Chair, Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer, Christopher Boyd  
Others: Mary Catherine Hannah, Koren Thurston, Tim Novak, Dave Gilbert, Darcie Totten, Kelly Suppes, Cathy Hare, Ann Flattery, Latecia Cirilo, Tony DePelsMaeker, Denny Harris, Michael Webster, Lisa Coney, Undersheriff Gomez, Blair Stevenson, Chris Harrington, Jaime Ceja, Suzy Koepplinger, Renee Sharkey and Catherine Hicks

- I. Call to Order---**Krafft at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**August 8, 2024**)  
---**Moved by Tany, seconded by Boyd, to approve. Motion Carried.**
- IV. Public Comment ---**None**
- V. (*Speakers limited to 3 minutes*)
- VI. Agenda

1. **Timothy M. Novak, Treasurer**, re:

- **9-17-3** Requested budget adjustments to various Hotel Tax accounts, as well as Investment and Auditing Services accounts  
--- **Tany moved, seconded by Spitzer, to approve. Motion carried. (B/R)**

2. **Kelly Suppes, Purchasing/Risk Manager**, re:

- **9-17-4** Requested an increase to the Circuit Court Probation FY 2024 operating budget in the amount of \$7,000 from the General Fund. Discussion was held about the shortage in funds for office supplies, janitorial, and grounds care.  
--- **Boyd moved, seconded by Slodowski, to approve. Motion carried. (B/R)**

3. **LaTecia Cirilo, Probate Register**, re:

- **9-17-5** Request to increase in the FY 2024 budget to various accounts in Probate Court in the total amount of \$32,100 ---**No action**

4. **Koren Thurston, Finance Director**, re:

- **9-17-6** Submitted FY 2024 Year End Budget Adjustments for approval  
--- **Spitzer moved, seconded by Tany, to approve. Motion carried. (B/R)**
- **9-17-7** Submitted amendments to Draft #2 of the proposed FY 2025 GF Budget:
  - (1) Establish an Intern Program in the Prosecutor’s Office (\$46,600 GF);  
--- **Slodowski moved, seconded by Tany, to approve. Motion carried.**
  - (2) Reorganization of the Health Department (\$1,112,429 FB);  
--- **Tany moved, seconded by Spitzer, to approve. Motion carried.**
  - (3) Establish a preliminary budget for the Opioid Settlement Fund (\$500,000);  
--- **Boyd moved, seconded by Spitzer, to approve. Motion carried.**

- (4) Increase Emergency Management budget for replacement of tires (\$1,500 FB);  
--- **Boyd moved, seconded by Spitzer, to approve. Motion carried.**
- (5) Increase Drain Maintenance budget to add a Maintenance Engineer position (\$43,923 Drainage Districts);  
--- **Tany moved, seconded by Boyd, to approve. Motion carried.**
- (6) Increase Child Care Fund by \$3,845 to eliminate an Intensive Probation Officer position and add a Court Data Analyst (State grant 75% w/25% match from GF);
- (7) Increase Child Care Fund for the Youth Advocacy Prevention Program from \$100,000 to \$400,000 (State grant 75% w/25% match from GF); and  
--- **Boyd moved, seconded by Slodowski, to approve items 6 and 7. Motion carried.**
- (8) Remove \$100,000 from the Capital Improvement Plan for county office building repairs (pulled forward from FY 2024 budget)  
--- **Tany moved, seconded by Boyd, to approve. Motion carried.**  
**(Board Report)**

VII. Miscellaneous

---**The Opioid Settlement Committee met prior to the Budget/Audit Committee meeting. ---Tany moved, seconded by Boyd, to approve the application for use of opioid settlement funds, settlement process, and review of funding by the Opioid Settlement Ad hoc Committee. (Board Report)**

VIII. Adjournment ---**Moved by Tany, seconded by Boyd, to adjourn; time being 4:52 p.m.**

Respectfully Submitted,  
Dennis Krafft, Committee Chair  
Suzy Koeplinger, Committee Clerk

# MINUTES

## BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Thursday, October 3, 2024 – 4:00 p.m.**

Present: Dennis Krafft – Chair, Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer, Christopher Boyd  
Others: Mary Catherine Hannah, Koren Thurston, Tim Novak, Dave Gilbert, Mark Piotrowski, Darcie Totten, Undersheriff Gomez, Jaime Ceja, Randy Pfau, Dylan Hellus, Carmen Mora, Abbey Stemple, Hurley Coleman, Suzy Koeplinger, Renee Sharkey, and Catherine Hicks

- I. Call to Order **---Krafft at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**September 5, 2024**)  
**---Moved by Tany, seconded by Boyd, to approve. Motion Carried.**
- IV. Public Comment (*Speakers limited to 3 minutes*)
- V. Agenda

1. **Koren Thurston, Finance Director**, re:

- **10-15-8** Vendor Transactions Aug. 1 – 31, 2024 \$47,057,849.14
- **10-15-13\*** Vendor Transactions Sept. 1 – 30, 2024 \$17,928,069.42  
**---Moved by Spitzer, seconded by Boyd, to approve 10-15-8 and 10-15-13. Motion Carried. (Board Report)**
- **10-15-9** Requested approval of a budget adjustment for Saginaw County Criminal Justice Coordinating Committee (SCCJCC), on behalf of Kelly Suppes, Purchasing/Risk Administrator, for equipment replacement. The equipment was estimated and budgeted at \$5,200; the actual cost is \$7,200  
**---Moved by Boyd, seconded by Tany, to approve. Motion Carried. (Board Report)**
- **10-15-14\*** Requested approval of changes to the Health Department's FY 2025 Fee Schedule for Laboratory Fees and Immunization Vaccine Fees effective October 1, 2024  
**---Moved by Tany, seconded by Boyd, to approve. Motion Carried. (Board Report)**

2. **Undersheriff Gomez, Saginaw County Sheriff's Office**, re:

- **10-15-10** Requested approval to accept and increase funds to the 416 Secondary Road Patrol Grant in the amount of \$144,524 for the FY 2025 and to purchase and equip/build two Durango patrol vehicles and spend the remaining on overtime details  
**---Undersheriff Gomez explained that they have been given extra Secondary Road Patrol grant funding, which they are not guaranteed to receive next year. His request is to purchase and equip two patrol vehicles rather than hire a deputy who may have to be laid off in the event funding isn't provided next year. The remainder of the extra funding will be used to pay for overtime if necessary. ---Moved by Slodowski, seconded by Tany, to approve. Motion Carried. (Board Report)**



3. **Randy Pfau, Director, Medical Examiner's Office**, re:
  - **10-15-15\*** Requested approval to add Medical Examiner Office Fees to the FY 2025 Fee Schedule retroactive to October 1, 2024  
*---Discussion was held; the addition of fees is expected to generate between \$5,000 and \$10,000 in revenue.  
---Moved by Boyd, seconded by Tany, to approve. Motion Carried.  
(Board Report)*
  
4. **Mary Catherine Hannah, County Administrator**, re:
  - **10-15-16\*** Discussion of available ARPA funding to \*Covenant, Saginaw-Shiawassee Habitat for Humanity for housing and Community Action Committee for housing rehabilitation projects  
*---Dylan Hellus, Covenant; Hurley Coleman, Community Action Center (CAC); Carmen Mora, Saginaw-Shiawassee Habitat for Humanity, requested to be awarded \$700,000 in ARPA funds to build 7 new homes on land owned by Covenant Hospital. MI State Housing Development Authority (MSHDA) will be used for gap funding because the homes cost \$300,000 to build but are only expected to sell for around \$150,000. In addition, CAC is requesting \$250,000 to perform critical structural and weatherization repairs to homes within Saginaw County. Discussion was held and it was expressed that the commissioners are responsible for ensuring Saginaw County complies with requirements so that ARPA money is spent correctly. Commissioners desire the ARPA money to be allocated where it will have the greatest impact. It was noted that all of Saginaw County is experiencing housing shortages, not just the city. Commissioner Krafft, along with other commissioners, requested that the group put together a formal request that can be acted on and it to include what they see happening through the use of ARPA funds. The group agreed to have a formal proposal submitted by October 11<sup>th</sup> and will bring their proposal before the Executive Committee on October 15<sup>th</sup> at 4:00 p.m. prior to the October Board Session.*
  
5. Any other matters to come before the committee *---Discussion was held regarding federal and state grants and the various websites that can be researched for possible grants for Saginaw County.*
  
- VI. Miscellaneous *---It was announced that Labor Relations has been cancelled due to lack of agenda items and that Executive Committee will be postponed to October 15<sup>th</sup> at 4:00 p.m., with the full board invited to hear the presentation by Covenant/Habitat for Humanity/Community Action Center.*
  
- VII. Adjournment *---Moved by Tany, seconded by Slodowski, to adjourn; time being 5:30 p.m.*

Respectfully Submitted,  
Dennis Krafft, Committee Chair  
Suzy Koepplinger, Committee Clerk

# MINUTES

## BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Thursday, November 7, 2024 – 4:00 p.m.**

Present: Dennis Krafft – Chair, Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer, Christopher Boyd  
Others: Mary Catherine Hannah, Koren Thurston, Dave Gilbert, Mark Piotrowski, Darcie Totten, Jessica Sargent, Christina Harrington, Suzy Koeplinger, Renee Sharkey and Catherine Hicks

- I. Call to Order---**Krafft at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**October 3, 2024**)  
---**Moved by Boyd, seconded by Tany, to approve. Motion Carried.**
- IV. Public Comment (*Speakers limited to 3 minutes*) ---**None**
- V. Agenda
  1. **Koren Thurston, Finance Director**, re:
    - **11-19-3** Approval of Vendor Transactions, Oct. 1 – 31, 2024 \$31,755,055.57  
---**Moved by Tany, seconded by Spitzer, to approve 11-19-3. Motion Carried. (Board Report)**
    - **11-19-4** Submitting report of budget adjustments for July 1, 2024 – September 30, 2024 and budget adjustments carrying forward budget from fiscal 2023 to fiscal 2024 as outlined in Budget Resolution A (*Receive & File*)  
---**Moved by Spitzer, seconded by Boyd, to receive and file 11-19-4. Motion Carried. (Receive & File)**
  2. **Jessica Sargent, Director, Commission on Aging**, re:
    - **11-19-5** Requesting authorization to adjust the budget and use Commission on Aging unrestricted fund balance in the amount of \$3,450 for tree trimming/removal at the Eleanor Frank/Schust location  
--- **Director Sargent presented information on her request, stating the trees are being removed to prepare for upcoming projects. This project does not impact the General Fund.**  
---**Moved by Tany, seconded by Boyd, to approve 11-19-5. Motion Carried. (Board Report)**
  3. **Christina Harrington, Health Officer, Saginaw County Health Department**, re:
    - **11-19-6** (1) Requesting acceptance of FY25 MDHHS grant funding and to amend the budget as follows:
      - \$379,422 from MDHHS for Infection Prevention Grant additional grant allocation
      - \$758,874 from MDHHS for Reopening Schools HRA additional grant allocation
      - \$109,698 from MDHHS for School-based Hearing and Vision Screening Program additional grant allocation  
--- **The committee met with Health Officer Harrington who explained the increases for their existing grants. The Health Department has an employee who, among other things also writes grants. Discussion was held regarding the reporting that is required after the grants are received.**  
---**Moved by Boyd, seconded by Slodowski, to approve 11-19-6 (1); Motion Carried. (Board Report)**

(2) Requesting authorization to use \$39,242 in fund balance from Health Department Building & Grounds for emergency elevator repair and to amend the budget accordingly

***--- Discussion was held; the Health Department's North elevator is no longer working. The repairs will be to fix the issue and also bring the elevator up to code. These repairs are expected to last 5-7 years and a new elevator isn't recommended due to the cost. It will be 3+ years before they move into a new building.***

***---Moved by Tany, seconded by Slodowski, to approve 11-19-6 (2); Motion Carried. (Board Report)***

4. **Mary Catherine Hannah, County Administrator**, re:

- **11-19-7** Requesting review and approval of new Saginaw County Policy "Gifts, Donations and Memorials Policy"

***---Administrator Hannah advised the committee that there is no existing policy that covers gifts, donations and memorials. Some discussion was held regarding who should maintain the memorials and whether donations should be accepted at specific locations or funneled to one location to be disbursed from.***

***---Moved by Boyd, seconded by Tany, to approve 11-19-7 and refer to the full Board. Motion Carried. (Board Report)***

- **11-19-8** Requesting review and approval of revised County Policy #351 - "County Travel Policy"

***---Discussion was held regarding proposed revisions to the County Travel Policy.***

***---Moved by Spitzer, seconded by Tany, to approve 11-19-8. Motion Carried. (Board Report)***

5. Any other matters to come before the committee

VI. Miscellaneous ***---Chair Krafft led a discussion with the committee on ways that Saginaw County and the smaller communities within can get more from grant funding and not be intimidated by the grant writing process or the record keeping and reporting that will need to be done as a result of receiving the grant money. No action.***

VII. Adjournment ***---Moved by Tany, seconded by Boyd, to adjourn; time being 5:06 p.m.***

Respectfully Submitted,  
Dennis Krafft, Committee Chair  
Suzy Koeplinger, Committee Clerk

# MINUTES

## BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602

**Thursday, December 5, 2024 – 4:00 p.m.**

Present: Dennis Krafft – Chair, Jack Tany – Vice-Chair, Tracey Slodowski, Rich Spitzer, Christopher Boyd  
Others: Mary Catherine Hannah, Koren Thurston, Tim Novak, Dave Gilbert, Judge Patrick McGraw, Judge Barbara Meter, Todd Borders, Jaime Ceja, Jessica Sargent, Connie Sullivan, Andrew Klaczkiewicz, Suzy Koeplinger, Renee Sharkey and Catherine Hicks

- I. Call to Order ---**Krafft at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**November 7, 2024**)  
---**Moved by Tany, seconded by Boyd. Motion carried.**
- IV. Public Comment (*Speakers limited to 3 minutes*) ---**None**
- V. Agenda
  1. **Koren Thurston, Finance Director**, re:
    - **12-17-10** Approval of Vendor Transactions, Nov. 1 – 30, 2024 - \$16,474,975.66  
---**Moved by Boyd, seconded by Tany, to approve. Motion carried.**
    - **12-17-11** Submitting the 2023 Cost Allocation Plan and IT Rate Calculation for FY 2025 and approval of the budget amendment  
---**Moved by Slodowski, seconded by Tany, to approve. Motion carried.**
  2. **Connie Sullivan, Saginaw County Health Department**, re:
    - **12-17-12** (1) Requesting acceptance of FY25 MDHHS grant funding and to amend the budget as follows:
      - \$263,000 from MDHHS for lead education and faucet replacement  
---**Moved by Tany, seconded by Spitzer, to approve. Motion carried.**
  3. **Jessica Sargent, Director, Commission on Aging**, re:
    - **12-17-13** Requesting authorization to adjust the budget and use Commission on Aging unrestricted fund balance in the amount of \$300,000 for renovations at the Eleanor Frank/Main Administrative Building/Central Kitchen, to purchase furniture/kitchen equipment for the Marie Davis building, and other costs associated with the Marie Davis building  
---**Moved by Boyd, seconded by Slodowski, to approve. Motion carried.**
  4. **Todd Borders and Judge Barbara Meter, Family Division**, re:
    - **12-17-16** Approval to amend its FY 2025 budget to provide for increases in compensation for contract attorneys in abuse/neglect matters  
---**Moved by Spitzer, seconded by Tany, to approve. Motion carried.**
  5. **Mary Catherine Hannah, County Administrator**, re:
    - **12-17-14** Requesting reallocation of ARPA funds to Courthouse HVAC project (**Revised**)  
---**Moved by Boyd, seconded by Tany, to approve. Motion carried.**
    - **12-17-15** Submitting an ARPA Update from Guidehouse and report of sub-recipient funding  
---**On file.**

6. Any other matters to come before the committee---**None**

VI. Miscellaneous---**None**

VII. Adjournment ---**Moved by Boyd, seconded by Tany, to adjourn; time being 5:02 p.m.**

Respectfully Submitted,  
Dennis Krafft, Committee Chair  
Suzy Koeplinger, Committee Clerk