

MINUTES
BUDGET/AUDIT COMMITTEE
111 S. Michigan Ave., Room 200, Saginaw, MI 48602
Thursday, January 14, 2021 – 4:00 p.m.
VIA TELECONFERENCE PER
PA 228 & PA 254 of 2020

Present: Dennis Krafft – Chair, Christopher Boyd – Vice-Chair, Jack Tany, Carl Ruth
Absent: James Theisen
Others: Robert Belleman, Dave Gilbert, Koren Thurston, Jennifer Broadfoot, Undersheriff Gomez, Vanessa Guerra, Kyle Harris, Norm Bamberger, Jessica Sargent, Suzy Koeplinger, Cindy Louchart, Sue Arceo

***The Budget/Audit Committee meeting was held via Zoom.
As the County Building was closed to the public, the meeting was open remotely
to allow participation during the public portion of the meeting.***

I. Call to order---**Krafft at 4:02 p.m.**

Roll-call by County Clerk Vanessa Guerra as follows:

Commissioner Tany – Carrollton Twp., MI

Commissioner Theisen – Absent

Commissioner Ruth – Saginaw, MI

Vice-Chair Boyd – Saginaw Twp., MI

Chair Krafft – Frankenmuth, MI

II. Welcome

III. Public comment (*Speakers limited to 3 minutes*) ****See Miscellaneous***

IV. Agenda

1. Approval of 2021 Committee and Board Session Calendar

---Moved by Tany, seconded by Ruth, to receive and file. Motion carried.

2. **Koren Thurston, Finance Director**, re: Payment of Claims and Budget Adjustments

▪ **1-19-4** - Electronic Transactions November 1 – 30, 2020

Voucher Payments November 1 – 30, 2020

---K. Thurston indicated there are no items of concern. Typical November with debt payments made electronically for drains and DPW projects. Similar to last year with SET payments and excise tax that went out, addition this year were expenses for Mainframe Modernization Project, and bond issuance expenses for Dow Event Center. \$13.4 million to be approved.

---Moved by Ruth, seconded by Tany, to approve. Motion carried. (Board Report)

▪ **1-19-5** Submitting for informational purposes the quarterly budget adjustments for the period October 1, 2020 – December 31, 2020

---Krafft advised new committee members that we receive this report every quarter and it shows actual expenses v what the budget is. We review this for clarity and understanding.

K. Thurston highlighted budget adjustments approved by the Controller or the Controller/Board Chair if additional grant dollars. This report does not include those budget adjustments approved by the Board of Commissioners. #10 high dollar amount is a carry-over at Commission on aging that paid for vehicles and receipt of grant dollars. #19 was carry-over for Maintenance projects that began in 2020 but were not completed. #22 is related to Phases II and III of the Compensation Study and was carried forward to pay a future invoice from Baker Tilly. K. Thurston responded to an inquiry from Commissioner Boyd that this report does not contain any entries related to CARES Act funding, as those funds were approved by the Board in 2020. The Controller stated the CARES Act funding (\$1.7m) we received in 2020 was in lieu of our August revenue sharing payment (\$1.1m) from the State of Michigan. We were required to spend that money prior to December 31, 2020. The Controller added, for clarification, that under SCAO Administrative Order of 1986, the courts can amend their own budget and can move money around as long as the budget is not increased.

---Moved by Boyd, seconded by Tany, to receive and file the report. Motion carried.

3. Sheriff William Federspiel, re:

- **1-19-6** Requesting an increase in its budget (101-30101) by \$20,000 in the General Fund and (207-30104) in the Road Millage Fund by \$53,552 to account for the new pay scale and benefits for the vacant Sheriff Administrative Assistant position

---Undersheriff Gomez explained that the Admin. Asst. position was budgeted in the 2021 budget as PT. He is requesting it be FT and use of General Fund dollars and Road Millage dollars to pay the new pay scale and benefits. A portion of the position is already funded as PT. The Controller explained that this position can be shared between Sheriff Administration, Jail Operation and Law Enforcement, which justifies the 50/50 split. If there are additional revenues coming into the Jail, that could offset this increase.

---Moved by Ruth, seconded by Tany, to approve. Motion carried after unanimous roll-call. (Board Report)

- **1-19-7** Requesting amendment of its FY 2021 Budget using revenue received from forfeited gun sales (207-30104-64233) to increase the Law Enforcement Fund (207-30104-97050) by \$5,000 and the Law Enforcement Fund (207-30104-74900) by \$2,918.20

---Undersheriff Gomez explained that they had an auction of confiscated firearms and received a total of \$8,100. They gave the Prosecutor's Office \$810 and he is requesting use of the remainder of the proceeds as noted above.

---Moved by Boyd, seconded by Tany, to approve. Motion carried after unanimous roll-call. (Board Report)

- **1-19-16** Requesting conversion of an open Deputy PCN and create a new Sergeant position (*Labor Relations*); further, requesting amendment of its FY 2021 Budget to use revenue received from Federal inmate bed space to increase the Law Enforcement Fund by \$30,000 to cover the difference in wages between a Deputy and a Sergeant (*Budget/Audit*)

---Undersheriff Gomez explained Lt. Austin is currently acting as the Quality Control Officer but still working with the financial aspects of the Sheriff Administration and other duties. For internal investigations there needs to be a person in authority over the rank and file members and asked that the budget be increased to pay the difference between a Deputy and a Sergeant. The Controller clarified for Commissioner Boyd that because they are increasing compensation it is necessary to increase the budget. However, funds should be available due to having three (3) vacant positions for the last three (3) months and it could offset the difference.

---Moved by Boyd, seconded by Tany, to approve. Motion carried after unanimous roll-call. (Board Report)

V. Miscellaneous---***Under Public Comment, Commissioner Boyd noted that he has conferred with Civil Counsel regarding the issue of minutes from previous meetings not being posted or on monthly agendas for correction/approval. He stated we will probably be adopting a policy to have those read at the next meeting.***

VI. Adjournment---***Moved by Ruth, seconded by Tany, to adjourn. Motion carried; time being 4:38 p.m.***

Respectfully Submitted,
Dennis Krafft, Committee Chair
Vanessa Guerra, County Clerk
Suzy Koepplinger, Committee Clerk