

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 Koeplinger, Committee Clerk

MINUTES

BUDGET/AUDIT COMMITTEE

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

Thursday, February 4, 2021 – 4:00 p.m.

VIA TELECONFERENCE PER PA 228 & PA 254 of 2020

Present: Dennis Krafft – Chair (*Frankenmuth, MI*), Christopher Boyd – Vice-Chair (*Saginaw Twp., MI*), Jack Tany (*Carrollton Twp., MI*), James Theisen (*Thomas Twp.*), Carl Ruth (*Saginaw, MI*)
Others: Robert Belleman, Tim Novak, Dave Gilbert, Vanessa Guerra, Koren Thurston, Mark Rankin, Sue Arceo, Cindy Louchart, Suzy Koeplinger

***The Budget/Audit Committee meeting was held via Zoom.
As the County Building is 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 4:00 p.m.**
- II. Welcome---**Roll-Call w/ location was taken by the County Clerk**
- III. Correction/Approval of Minutes (*January 14, 2021 - Attached*)
---**Boyd moved, seconded by Tany, to approve the January 14, 2021 Budget/Audit Minutes. Motion carried unanimously.**
---**Boyd moved, seconded by Theisen, to approve all prior Budget/Audit Committee Minutes. Motion carried unanimously.**
- IV. Public comment (*Speakers limited to 3 minutes*)---**None**
- V. Agenda
 1. **Timothy Novak, Treasurer**, re:
 - **2-16-5** - Submitting a Resolution of Agency and a Resolution to Borrow Against Delinquent 2020 Real Property Taxes in the amount of \$16,500,000
---**Moved by Theisen, seconded by Tany, to approve forwarding the Resolution of Agency to the full board for approval. Motion carried. (Board Report/Res.)**
---**Moved by Tany, seconded by Boyd, to approve forwarding the Resolution to Borrow to the full board for approval. Motion carried. (Board Report/Res.)**

(Cancelled – Treasurer will start presenting quarterly investment reports in March 2021)

 - * ~~**2-16-**~~ Submitting the County Treasurer’s Investment Report
~~(To be distributed at committee)~~
 2. **Mark Rankin, District 9 Coordinator, MSU Extension**, re:
 - **2-16-6** - Requesting consideration of additional funding of MSUE for the last six (6) months of FY 2021
---**Discussion was held with Mr. Rankin regarding MSUE services/programs in Saginaw County and fund balance. The committee requested Mr. Rankin provide more information on the direct benefit to Saginaw County residents and he will provide the report he presented last year with additional information.**
---**Moved by Tany, seconded by Ruth, to table until the next Budget/Audit meeting. Motion carried unanimously.**

---Unrelated to the request submitted, discussion was held with Mr. Rankin and Mr. Belleman regarding \$6,000 that MSUE recently received from the Sugar Beet Cooperative that pays expenses and mileage for those working with Sugar Beet Advancement. Saginaw County acts as fiduciary of these funds and a budget adjustment is necessary.

---Moved by Ruth, seconded by Boyd, to amend the MSUE Budget and increase the travel line item by \$6,000 for Sugar Beet Advancement. Motion carried unanimously. (Board Report)

VI. Miscellaneous ***(Removed by Chair with approval of Commissioner Boyd)***

Commissioner Boyd requesting consideration, re:

- ~~Commissioner access to Saginaw County public records~~
- ~~Compliance with Board Rule 4.10~~
- ~~Review of purchasing evaluations on SCACC bidding process~~

---The Controller announced that Amy Deford, Retirement Administrator, has arranged for MERS to present its annual Actuarial Report at the March Budget/Audit meeting. (Information in binders)

---The Controller announced that the OPEB actuarial evaluation on retiree healthcare will be presented to the April Budget/Audit meeting.

VII. Adjournment***---Moved by Boyd, seconded by Tany, to adjourn. Motion carried; time being 4:42 p.m. Chair Krafft encouraged everyone to "Journey on to great success."***

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

MINUTES

BUDGET/AUDIT COMMITTEE

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

Thursday, March 4, 2021 – 4:00 p.m.

VIA ZOOM PER P.A. 254 of 2020 (MCL 15.263)

Present: Dennis Krafft – Chair (*Frankenmuth, MI*), Christopher Boyd – Vice-Chair (*Saginaw Twp., MI*), Jack Tany (*Carrollton Twp., MI*), James Theisen (*Thomas Twp., MI*), Carl Ruth (*Saginaw, MI*)
Others: Robert Belleman, Dave Gilbert, Bill Smith, Tim Novak, Koren Thurston, Sheldon Matthews, Honorable André Borrello, Denise Babbitt, Kyle Bostwick, Vanessa Guerra, Trent Boyd, Bill Stanuszek, Mark Rankin, John McColgan, Undersheriff Gomez, Blair Stevenson, Amy Deford, Bonnie Kanicki, Mary McLaughlin, Michael Webster, Mark Rankin, Nicole Perez, Marne Daggett - MERS, Sue Arceo, Cindy Louchart, Suzy Koepplinger

The Budget/Audit Committee meeting was held via Zoom.

As the County Building is closed to the public, except by appointment, the meeting was open remotely to allow for participation during the public portion of the meeting .

- I. Call to order---**Dennis Krafft at 4:00 p.m.**
- II. Welcome/Roll-call---**Roll-Call w/ location was taken by the Committee Clerk**
- III. Correction/Approval of Minutes (*February 4, 2021 - Attached*)
---**Moved by Boyd, seconded by Ruth, to approve. Motion carried.**
- IV. Public comment
 - (1) **Chair Krafft made opening comments re: eight (8) presentations for \$350,000 in funding on the agenda and the difficulty commissioners face in meeting all of the requests. The budget is \$1.2 million in the red six (6) months into the budget year.**
 - (2) **Hon. André Borrello spoke in support of funding for the Circuit Court Records Office and the urgent need for administrative improvements for successful operation of the Courts.**
 - (3) **Commissioner James Theisen spoke about the overall requests for funding and the need to fund courts and law enforcement, as opposed to those that are great organizations but are not our main priorities.**
 - (4) **Commissioner Christopher Boyd agreed with Commissioner Theisen regarding funding of priority departments with limited funds and dealing with lack of efficiency with the implementation of technology.**
- V. Agenda
 1. **Koren Thurston, Finance Director, re: Payment of Claims and Budget Adjustments**
 - **3-16-1** - Electronic Transactions December 1 – 31, 2020
Voucher Payments December 1 – 31, 2020
 - **3-16-2** Electronic Transactions January 1 – 31, 2021
Voucher Payments January 1 – 31, 2021---**Moved by Tany, seconded by Ruth, to approve 3-16-1 and 3-16-2. Motion carried by unanimous roll-call vote. (Board Report)**
 - **3-16-3** - Requesting approval of the FY 2022 Budget Calendar---**Moved by Boyd, seconded by Ruth, to approve. Motion carried by unanimous roll-call vote. (Board Report)**

2. **Timothy Novak, Treasurer**, re:
 - **3-16-21** - Submitting the County Treasurer’s Investment Report
(Distributed prior to committee)

---Moved by Tany, seconded by Ruth, to receive and file. Motion carried by unanimous roll-call vote.

3. **Christina Harrington, Director, Health Department**, re:
 - **3-16-6** - Requesting approval of \$53,000 from the Public Improvement Fund to engage WTA Architects for facility clinical design and bidding for the integration of primary care with public health

---Discussion was held with the Controller regarding renovations to the existing building and Dr. Pruitt moving her private practice to the building, which would provide a Medical Director on site 8 hours/day. Commissioners requested more information. Moved by Boyd, seconded by Theisen, to table. Roll-call vote: No - Ruth; Yes – Theisen, Tany, Boyd and Krafft. Motion to table carried. (To be placed on April 8, 2021 Budget/Audit Agenda)

4. **Denise Babbitt, Director, Equalization**, re:
 - **3-16-7** - Requesting approval to increase its Computer Access Fee line item by \$2,600; Tax Rolls and Statement Prep line item by \$2,400; and Professional Services line item by \$5,000 in the FY 2021 Budget to hire someone to assist with data entry when needed

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

5. **Kyle Bostwick, Chief Deputy County Clerk**, re:
 - **3-16-8** - Requesting increased funding in the Clerk’s Elections Printing and Binding account to cover up front costs associated with May and August Special Elections

---Moved by Theisen, seconded by Boyd, to approve \$17,100 in funding to cover the cost of special elections in May and August 2021, with the understanding that costs will be charged back and reimbursed by the local unit. Motion carried by unanimous roll-call vote. (Board Report)

6. **Mark J. Rankin, Dist. 9 Coordinator, MSU Extension**, re:
 - **3-16-9** - Requesting additional funding for the last six (6) months of fiscal year 2021

---Mr. Rankin provided information on his request for funding. Moved by Theisen, seconded by Boyd, to approve. Motion failed by the following roll-call vote: Yes - Ruth; No - Theisen, Tany, Boyd and Krafft.

7. **John A. McColgan, Jr., Prosecutor**, re:
 - **3-16-10** - Requesting the funding necessary to maintain three (3) clerical/support positions that were initially cut in the FY 2021 Budget but were funded for six (6) months; further requesting funds be provided for temporary help to keep up with demands in the office

---Moved by Boyd, seconded by Theisen, to approve funding of three (3) administrative support positions in the Prosecutor’s Office. Motion carried by unanimous roll-call vote. (Board Report)

8. **Undersheriff Miguel Gomez, re:**

- **3-16-11** - Requesting increases to the following Budgets using fund balance to increase part-time wages: Jail Budget - \$112,000 for six (6) Master Control positions and 3 – 6 Corrections/Security Officer positions; PLUS Budget - \$10,000 for two (2) positions; and Law Enforcement Fund - \$190,336 for a total of fifteen (15) positions

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

9. **Bonnie Kanicki, Director, Animal Care and Control, re:**

- **3-16-12** - Requesting an increase in its FY 2021 Budget by \$9,000 from fund balance for the purpose of providing preventative rabies shots for ten (10) employees

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

10. **Vanessa Guerra, County Clerk, re:**

- **3-16-19** - Submitting a request for funding to allow the Circuit Court Records Office to hire four (4) temporary workers to improve efficiency and better serve constituents and judges

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

11. **Robert Belleman, Controller/CAO, re:**

- **3-16-5** - Submitting the Municipal Employees' Retirement System of Michigan (MERS) Annual Actuarial Valuation Report for the County of Saginaw Defined Benefit Plan as of December 31, 2019, which establishes rates for the County's 2022 Fiscal Year (October 1, 2021 – September 3, 2022)
(Receive & File)

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

VI. Miscellaneous---***Mr. Belleman notified commissioners of his formal request to the Michigan Department of Treasury for a 30-day extension to submit the 2020 financial audit report for the period ending September 30, 2020. This request is necessary because of the COVID-19 pandemic; staff vacancies and turnover in both the Finance and Information Technology (IT) Departments; and the process of undergoing a software implementation that will replace every software system within the County, which affects every department.***

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

VII. Adjournment---***Moved by Theisen, seconded by Ruth, to adjourn. Motion carried; time being 5:54 p.m.***

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

MINUTES

BUDGET/AUDIT COMMITTEE

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

Thursday, April 8, 2021 – 4:00 p.m.

VIA ZOOM PER PA 267 of 1976/PA 228 of 2020

& Local Emergency Declaration dated April 1, 2021

Present: Dennis Krafft – Chair (*Frankenmuth, MI*), Christopher Boyd – Vice-Chair (*Saginaw Twp., MI*), Jack Tany (*Carrollton Twp., MI*), James Theisen (*Thomas Twp., MI*), Carl Ruth (*Saginaw, MI*)
Others: Robert Belleman, Dave Gilbert, Koren Thurston, Vanessa Guerra, Amy Deford, Alex Johnson, Christina Harrington, Doug Deeter, Dr. Delicia Pruitt, Jessica Sargent, Linda James, Mark Rankin, Norm Bamberger, Thomas Library, Trent Boyd, Suzy Koepplinger, Cindy Louchart, Sue Arceo

The Budget/Audit Committee meeting was held via Zoom.

As the County Building is closed to the public, except by appointment, this meeting was held remotely pursuant to and consistent with PA 267 of 1976 / PA 228 of 2020 and a Local Emergency Declaration dated April 1, 2021.

- I. Call to order---***Dennis Krafft at 4:00 p.m.***
- II. Welcome/Roll-call---***Roll Call with location was taken by the County Clerk***
- III. Correction/Approval of Minutes (*March 4, 2021 - Attached*)
---Moved by Tany, seconded by Theisen, to approve. Motion carried.
- IV. Public comment---***None***
 - *Speakers limited to 3 minutes*
 - *Please utilize the "Raise Hand" option if on Zoom or *9 if calling in*
- V. Agenda

Tabled at March 4, 2021 Budget/Audit Committee

 1. **Christina Harrington, Director, Health Department, re:**
 - **3-16-6** - Requesting approval of \$53,000 from the Public Improvement Fund to engage WTA Architects for facility clinical design and bidding for the integration of primary care with public health
---Moved by Ruth, seconded by Theisen, to put this matter back on the floor and continue discussion. Motion carried by unanimous roll-call vote. Commissioners expressed disappointment at only receiving information yesterday and not having enough time for review. Discussion was held with the Controller and the Health Officer regarding renovation plans for the Health Department.
---Moved by Boyd, seconded by Ruth, to postpone this matter to the next Budget/Audit meeting. Motion carried by unanimous roll-call vote.
 2. **Amy Deford, Retirement/Benefits Administrator; Alex Johnson, CBIZ Retirement Plan Svcs., re:**
 - **4-20-2** - Submitting the Actuarial Valuation of Other Post-Employment Benefits (OPEB) Under GASB Statements No. 74 and 75 as of September 30, 2020, prepared by CBIZ Retirement Plan Services
---Moved by Ruth, seconded by Theisen, to postpone this matter to the May 6, 2021 Budget/Audit meeting. Motion carried.

3. **Mark J. Rankin, Dist. 9 Coordinator, MSU Extension, re:**
 - **4-20-6** - Requesting additional funding for the last six (6) months of fiscal year 2021, in light of \$37 million in federal aid to Saginaw County
---Moved by Ruth, seconded by Boyd, to postpone this matter to a Committee of the Whole for discussion on allocation of ARPA funding. Motion carried by unanimous roll-call vote.

4. **Robert Belleman, Controller/CAO, re:**
 - **4-20-14** - Submitting a recommendation to utilize funds due to be received under the American Rescue Plan Act (ARPA); and to schedule a Committee of the Whole session to evaluate requests from County departments, small businesses, nonprofits and tourism/hospitality industry for use of ARPA funding allocated to Saginaw County
---Moved by Theisen, seconded by Boyd, to (1) reinstate eight (8.0) hours per pay for 31 District Court employees and reinstate the two (2) District Court employees from part-time to full-time; (2) Create an Assistant Director of Maintenance position; (3) Fund court costs associated with hosting offsite jury trials; and (4) Schedule a Committee of the Whole to evaluate requests from county departments, small businesses, nonprofits and tourism/hospitality industry for use of the American Rescue Plan funding allocated to Saginaw County. Motion carried by unanimous roll-call vote. (Board Report)

5. **Rehmann Representatives and Controller/CAO, re:**
 - **4-20-19** Submitting the FY 2020 Audited Financial Statements
(To be distributed prior to meeting if available)
---Moved by Theisen, seconded by Ruth, to approve the FY 2020 Audited Financial Statements. Motion carried by unanimous roll-call vote. (Board Report)
[Note: Doug Deeter from Rehmann will present the report at the April 20, 2021 Board Session.]

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

VII. Adjournment---***Moved by Ruth, seconded by Theisen, to adjourn. Motion carried; time being 4:52 p.m.***

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

MINUTES

BUDGET/AUDIT COMMITTEE

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

Thursday, May 6, 2021 – 4:00 p.m.

**VIA ZOOM PER PA 267 of 1976/PA 228 of 2020
& Local Emergency Declaration dated April 8, 2021**

Present: Dennis Krafft – Chair (*Frankenmuth, MI*), Christopher Boyd – Vice-Chair (*Saginaw Twp., MI*), Jack Tany (*Carrollton, MI*), Carl Ruth (*Saginaw, MI*)

Absent: James Theisen

Others: Robert Belleman, Dave Gilbert, Koren Thurston, Vanessa Guerra, Undersheriff Mike Gomez, Amy Deford, Christina Harrington, Alex Johnson, John Kaczor, Suzy Koeplinger, Cindy Louchart, Sue Arceo

The Budget/Audit Committee meeting was held via Zoom.

As the County Building is closed to the public, except by appointment, this meeting was held remotely pursuant to and consistent with PA 267 of 1976 / PA 228 of 2020 and a Local Emergency Declaration dated April 8, 2021.

- I. Call to order---**Dennis Krafft at 4:02 p.m.**
- II. Welcome---**Roll-call with location by County Clerk**
- III. Correction/Approval of Minutes (*April 8, 2021 - Attached*)
---**Moved by Ruth, seconded by Boyd, to approve. Motion carried.**
- IV. Public comment---**None**
- V. Agenda

*Tabled at March 4, 2021 Budget/Audit meeting – Postponed at April 8, 2021 meeting
[Request to postpone for ninety (90) days to submit more information]*

1. **Christina Harrington, Director, Health Department, re:**

- **3-16-6** - Requesting approval of \$53,000 from the Public Improvement Fund to engage WTA Architects for facility clinical design and bidding for the integration of primary care with public health

---Ms. Harrington provided an update on the draft plan of materials to be presented for discussion. The draft plan is near completion and is expected to be distributed in the next week or so. Ms. Harrington answered questions from commissioners regarding funding sources. Mr. Belleman also answered questions regarding funding sources and the company that will be used for the plumbing and mechanical design. [No action; place on 6/10 B/A Agenda]

Postponed at April 8, 2021 Budget/Audit meeting

2. **Amy Deford, Retirement/Benefits Administrator; Alex Johnson, CBIZ Retirement Plan Svcs., re:**

- **4-20-2** - Submitting the Actuarial Valuation of Other Post-Employment Benefits (OPEB) Under GASB Statements No. 74 and 75 as of September 30, 2020, prepared by CBIZ Retirement Plan Services (*Cover Letter Only Attached*)

Ms. Deford introduced Alex Johnson, who provided a brief update highlighting that the overall total OPEB liability has decreased relative to the expectations from the prior valuation. This is primarily due to the updated per-capita claims rates, including change from BCBS to Aetna

(pre-65) and Humana Medicare Advantage plans (post-65); and removal of loads on liabilities for the "Cadillac Tax," which was repealed in December 2019.

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

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

- **5-18-11** - Electronic Transactions February 1 - 28, 2021
Voucher Payments February 1 – 28, 2021

- **5-18-12** - Electronic Transactions March 1 – 31, 2021
Voucher Payments March 1 – 31, 2021

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

- **5-18-13** Submitting for informational purposes the quarterly budget adjustments for the period January 1, 2021 – March 31, 2021 *(Receive & File)*

Ms. Thurston provided a brief explanation of budget adjustments highlighting the transfer of money in the Treasurer's office and Maintenance office to cover expenses, and an increase at the Commission on Aging upon receipt of grant monies.

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

4. **Robert Belleman, Controller/CAO, re:**

- **5-18-14** - Submitting a recommendation to partner with Saginaw Charter Township to defend the current taxable value of the Fashion Square Mall with a contribution of up to \$10,000 toward the costs of appraising and defending the appraised value legally in the Michigan Tax Tribunal

Mr. Belleman provided a brief overview of the foreclosure situation with the Fashion Square Mall and discussion was held with commissioners.

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

- **5-18-15** - Submitting the updated Saginaw County multi-year budget forecast model prepared by Municipal Analytics *(Receive & File)*

Mr. Belleman introduced John Kaczor, Municipal Analytics, who shared a PowerPoint presentation on Zoom, with the focus on the General Fund. The County could see General Fund revenues increase only 1% per year through 2025, and expenditures, which are expected to outpace revenues, estimated to increase an average of 2.1% per year. Highlights of the presentation included:

- *Property Taxes*
- *General Inflation*
- *Wages (affected by step raises and compensation study)*
- *Healthcare (Retirees and Active employees)*
- *MERS UAAL (10% increase in the next 2 years)*

Support as a result of the passage of millages for Animal Care, Law Enforcement and Health Department, has helped take some of the pressure off the General Fund.

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

VI. Miscellaneous---***Undersheriff Gomez requested amendment of the Sheriff's FY 2021 Budget to allow the use of revenue from auction of confiscated weapons to purchase a vehicle for the Sheriff to drive. Due to current COVID-19 circumstances, vehicle crashes and blown engines in patrol vehicles, there is a shortage of vehicles for regular patrol. Patrol vehicles currently on order for receipt in May 2021 have been delayed to September 2021. A vehicle for purchase is on hold pending approval by the Board of Commissioners. The cost of the vehicle is \$17,000, however, Ms. Suppes recommends approval of \$18,000 as there will be additional costs above the purchase price. [5-18-20 attached to Agenda] ---Moved by Tany, seconded by Ruth, to approve. Motion carried by unanimous roll-call vote. (Board Report)***

VII. Adjournment---***Moved by Ruth, seconded by Tany, to adjourn. Motion carried; time being 5:10 p.m.***

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

MINUTES

BUDGET/AUDIT COMMITTEE

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

Thursday, June 10, 2021 – 4:00 p.m.

VIA ZOOM PER PA 267 of 1976/PA 228 of 2020

& Local Emergency Declaration dated April 8, 2021

Present: Dennis Krafft – Chair (*Frankenmuth, MI*), Christopher Boyd – Vice-Chair (*Saginaw Twp., MI*), Jack Tany (*Carrollton, MI*), James Theisen (*Saginaw Twp., MI*), Carl Ruth (*Bridgeport Twp., MI*)
Others: Tim Novak, Dave Gilbert, Koren Thurston, Vanessa Guerra, Brian Wendling, Brian Keenan-Lechel, Christina Harrington, Kyle Bostwick, Tony DePelsMaeker, Mark Rankin, Jessica Sargent, Dr. Delicia Pruitt, Suzy Koeplinger, Cindy Louchart, Sue Arceo

The Budget/Audit Committee meeting was held via Zoom.

As the County Building is closed to the public, except by appointment, this meeting was held remotely pursuant to and consistent with PA 267 of 1976 / PA 228 of 2020 and a Local Emergency Declaration dated April 8, 2021.

- I. Call to order---***Boyd at 4:04 p.m. (Chair Krafft experienced technical difficulties and entered the meeting immediately after call to order)***
 - II. Welcome---***Roll-call with location taken by Committee Clerk Suzy Koeplinger***
 - III. Correction/Approval of Minutes (***May 6, 2021 – Attached***)
---***Moved by Theisen, seconded by Boyd, to approve. Motion carried.***
 - IV. Public comment---***None***
 - V. Agenda
---***Krafft asked for a motion to change the order of the agenda to allow County Clerk Vanessa Guerra to present her requests, as she needs to leave the meeting for a speaking engagement. Moved by Boyd, seconded by Ruth, to approve the order of the agenda change. Motion carried.***
1. **Christina Harrington, Director, Health Department, re:**
 - **3-16-6** Requesting approval of \$53,000 from the Public Improvement Fund to engage WTA Architects for facility clinical design and bidding for the integration of primary care with public health
---***Moved by Ruth, seconded by Theisen to approve the use of \$53,000 from the Public Improvement fund to secure WTA Architects for the first floor facility clinical design and bidding for the integration of primary care with public health. Motion carried by unanimous roll-call vote. (Board Report)***
 2. **Tony DePelsMaeker, Maintenance Director, re:**
 - **6-22-18** Requesting approval to amend the 2021 Capital Improvement Budget by \$43,600 to complete projects during this fiscal year in the 70th District Court, including Probation and Traffic, (Painting @ \$17,600) and the Prosecutor's office (Carpet @ \$26,000)
---***Mr. DePelsMaeker gave a brief explanation of the proposed projects. Moved by Ruth, seconded by Theisen, to approve. Motion carried by unanimous roll-call vote. (Board Report)***

3. **Mark J. Rankin, District 9 Coordinator, MSU Extension, re:**

- **6-22-19** Requesting additional funding to continue to provide needed educational programming to the residents of Saginaw County in regards to VA SNAP outreach, food security and safety, EFNEP, and SNAP Programming
---Mr. Rankin gave a brief explanation for his request for funding for these programs, as the grants that typically assist with MSU Extension funding are match grants. MSU Extension does not currently have the funds due to failure of the millage. No action.

4. **Sheriff William L. Federspiel, re:**

- **6-22-20** Requesting discussion on the purchase of Simulator training and location for the simulator
---It was determined at the meeting of Courts & Public Safety that more research is necessary regarding purchase price and location for placement and use of the equipment in question. No action.

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

- **6-22-21** Requesting approval of FY 2021 Budget adjustments as follows: (1) Foster Grandparent Program to accommodate meal stipends for program volunteers; (2) Acceptance of \$22,000 in grant funding from the Meals on Wheels Association of America; and (3) Acceptance of \$377,000 grant from AmeriCorps Senior to expand the Foster Grandparent Program to Midland and Bay Counties
---Ms. Sargent provided a brief explanation including 1) moving funds from travel expenses that were not incurred during the pandemic into Food to cover expenses for allowable meal reimbursement; 2) approval to accept \$22,000 in grant funding from the Meals on Wheels Association of America (MOWAA); 3) and approval to accept \$377,000 (annually for the remaining two years on a three-year grant cycle) to expand the Foster Grandparent Program into Midland and Bay Counties allowing volunteers to serve Saginaw, Midland and Bay Counties and includes an opportunity for 58 more volunteers. Moved by Theisen, seconded by Boyd, to approve the requested Budget Adjustments. Motion carried by unanimous roll-call vote. (Board Report)

6. **Vanessa Guerra, County Clerk, re:**

- **6-22-22** Requesting 1) Funding to continue the use of temporary employees in the Circuit Court Records Office; and 2) Capital outlay funding to expedite technology upgrades in the County Clerk's office
---Ms. Guerra provided a brief explanation of both items in her request including funding to continue to utilize temporary employees to provide much needed support for current staff. Ms. Guerra and Kyle Bostwick, Chief Deputy Clerk, explained the current constraints occurring due to lack of updated technology and the financial component necessary to expedite the implementation of the upgraded technology including the use of Concealed Pistol Licenses (CPL) monies in the amount of \$11,310 which will cover upgrades in the CPL office as those funds are restricted to that office; and \$12,342 from the Public Improvement fund to cover upgrades for the Circuit Court Records office. Ms. Thurston, Finance Director, confirmed the monies are available in both funds.

Ms. Thurston also confirmed that there was no allowance for computer purchases factored into the Mainframe Modernization project and funds from the American Rescue Plan cannot be used for this purchase.

---Moved by Ruth, seconded by Boyd, to approve funding to continue the use of temporary employees. Motion carried by unanimous roll-call vote.

---Moved by Boyd, seconded by Theisen, to approve the use of Capital Outlay funds to expedite technology upgrades in the County Clerk's office. Motion carried by unanimous roll-call vote. (Board Report)

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

- **6-22-30** Submission of FY 2022 Budget

---After a brief discussion it was determined that Ms. Thurston need not provide an overview as commissioners will be reviewing the copies of the budget that were distributed and will discuss the budget at the upcoming Committee of the Whole meeting scheduled for June 28, 2021 at 5:00 p.m. No action.

VI. Miscellaneous---**None**

VII. Adjournment---**Moved by Theisen, seconded by Boyd, to adjourn. Motion carried; time being 5:11 p.m.**

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

MINUTES
BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602
Thursday, August 5, 2021 – 4:00 p.m.

Present: Dennis Krafft – Chair, Christopher Boyd – Vice-Chair, Jack Tany, James Theisen, Carl Ruth
Others: Robert Belleman, Dave Gilbert, Koren Thurston, Brian Wendling, Mark Rankin, Jessica Sargent, Katie Kelly, Leah Puskar, Kelly Suppes, Tony DePelsMaeker, Vanessa Guerra, Kyle Bostwick, Blair Stevenson, Marcia Coughlin, Suzy Koeplinger, Cindy Louchart

- I. Call to order---**Krafft at 4:00 p.m.**
- II. Welcome ---**Krafft clarified that roll-call will only take place if/when we use Zoom. In-person committee meetings do not require it unless a commissioner asks for a roll-call vote.**
- III. Correction/Approval of Minutes (**June 10, 2021 - Attached**)
---**Moved by Theisen, seconded by Boyd, to approve. Motion carried.**
- IV. Public Comment---**None**

❖ **Commissioner Krafft asked for approval to add Board Coordinator, Suzy Koeplinger's agenda item as number 9. Moved by Ruth, seconded by Tany, to approve. Motion carried.**

V. Agenda

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

Payment of Claims & Quarterly Budget Adjustments

- **8-17-26** - Electronic Transactions April 1 – 30, 2021
Voucher Payments April 1 – 30, 2021
- **8-17-27** - Electronic Transactions May 1 – 31, 2021
Voucher Payments May 1 – 31, 2021
- **8-17-28** - Electronic Transactions June 1 – 30, 2021
Voucher Payments June 1 – 30, 2021
---**Moved by Theisen, seconded by Tany, to approve 8-17-26, 8-17-27 and 8-17-28. Motion carried. (Board Report)**
- **8-17-29** - Submitting the quarterly budget adjustments for April 1, 2021 – June 30, 2021
(Receive and File)
---**Moved by Ruth, seconded by Boyd, to Receive & File. Motion carried.**
- **8-17-30** - Submitting Draft #2 changes to the proposed FY 2022 Budget
---**Moved by Ruth, seconded by Boyd, to approve. Motion carried. (Board Report)**

2. **Timothy Novak, Treasurer**, re:

- **8-17-13** Submitting a report on the balance of excess proceeds in its Tax Foreclosure Auction Restricted Funds, pursuant to MCL 211.78 m(8)(h)
---**Moved by Theisen, seconded by Tany, to Receive & File. Motion carried.**

3. **Mark J. Rankin, District 9 Coordinator, MSU Extension**, re:
 - **8-17-15** Requesting additional funding for FY 2021 in the amount of \$90,000 and the base assessment of \$108,203 for FY 2022 to continue to provide programs and support for the residents of Saginaw County
---Moved by Ruth, seconded by Theisen, to approve \$90,000 coming from the General Fund. If eligible for American Rescue Plan Act funds, the General Fund will be reimbursed. The amount requested for FY 2022 will be discussed at the Committee of the Whole scheduled for 8-31-21. Motion carried. (Board Report)

4. **Tony DePelsMaeker, Maintenance Director**, re:
 - **8-17-16** Requesting approval to utilize \$13,000 in fund balance and transfer into the Public Improvement Fund to revamp the Employee/Public Lounge in the lower level of the Courthouse
---Moved by Theisen, seconded by Ruth, to approve. Motion carried. (Board Report)

5. **Blair Stevenson, Assistant Prosecutor**, re:
 - **8-17-17** Requesting an increase in the DHHS Division FY 2021 Budget in the amount of \$6,000 to account for additional expenses in postage and process server fees
---Moved by Boyd, seconded by Theisen, to approve using the General Fund. If eligible for American Rescue Plan Act funds, the General Fund will be reimbursed. Motion carried. (Board Report)

6. **Vanessa Guerra, County Clerk**, re:
 - **8-17-18** Requesting on behalf of the County Apportionment Commission funding for an apportionment mapping program
---Moved by Ruth, seconded by Boyd, to approve up to \$10,000 from the General Fund. Motion carried. (Board Report)

 - **8-17-19** Requesting funding to implement the relocation of the three divisions of the County Clerk's Office as well as additional staffing in the Circuit Court Records Office
---Moved by Theisen, seconded by Ruth, to approve funding in the amount of \$348,000 for four (4) employees and equipment; and explore moving the County Clerk's Office to the old Sheriff Administration building. Moving costs unknown at this time, will have an architect complete assessment. Motion carried. (Board Report)

7. **Katie Kelly, Register of Deeds**, re:
 - **8-17-22** Requesting an increase in its FY 2022 Budget to add a part-time employee
---Moved by Tany, seconded by Boyd, to approve hiring a part-time employee for six (6) months at a cost of \$3,352 in addition to \$10,000 previously budgeted for overtime in FY 2022. Should more time be needed, Ms. Kelly will return with a request. Motion carried. (Board Report)

❖ *Commissioner Jim Theisen left the meeting.*

8. **Commissioner Boyd**, re:
Referral from Committee of the Whole
- Request for premium pay for county employees
**---Moved by Boyd, seconded by Tany, to approve. Motion failed by roll-call vote:
Yes: Tany, Boyd – 2; No: Ruth, Krafft – 2; Abs: Theisen – 1; Total: - 5**
 - Request for bonus for vaccinated employees
**---Moved by Boyd, seconded by Tany, to approve \$500 Bonus to every Saginaw County employee who can provide proof of vaccination against COVID-19 or its variants prior to or by end of FY 21. Motion carried by roll-call vote:
Yes: Tany, Ruth, Boyd – 3; No: Krafft – 1; Abs: Theisen – 1; Total: - 5
(Board Report)**
9. **Suzy Koeplinger, Board of Commissioners Board Coordinator**, re:
- **8-17-40** Submitting a request to change the Board Assistant position from part-time to full-time and to increase the FY 2022 Budget for the Board of Commissioners by \$35,806 to accommodate the request
**---Moved by Ruth, seconded by Boyd, to approve. Motion carried by roll-call vote:
Yes: Ruth, Boyd, Tany, Krafft – 4; No: - 0; Abs: Theisen – 1; Total: - 5
(Board Report)**
10. **INFORMATIONAL COMMUNICATIONS (To be Received & Filed in Committee)**
- **8-17-14** **SCCMHA** submitting the 2020 Financial Audit of the Saginaw County Community Mental Health Authority, pursuant to the agreement between the county and SCCMHA
**---Moved by Ruth, seconded by Tany, to Receive & File. Motion carried.
(SCCMHA finance staff will be invited to the September Budget Audit meeting to answer questions)**

VI. Miscellaneous---**None**

VII. Adjournment---**Moved by Ruth, seconded by Boyd, to adjourn. Motion carried; time being 5:52 p.m.**

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

MINUTES
BUDGET/AUDIT COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw, MI 48602
Thursday, September 9, 2021 – 4:00 p.m.

Present: Dennis Krafft – Chair, Christopher Boyd – Vice-Chair, Jack Tany, James Theisen, Carl Ruth
Others: Robert Belleman, Vanessa Guerra, Dave Gilbert, Koren Thurston, Leah Puskar, Jennifer Broadfoot, Commissioner Matthews, Todd Borders, Kristine Stockmeyer, Bonnie Kanicki, Undersheriff Gomez, Josh Brown, Nick Coughlin, Christina Harrington, Connie Sullivan, Suzy Koeplinger, Cindy Louchart

- I. Call to Order---**Krafft at 4:00 p.m.**
- II. Welcome---**Krafft opened the meeting with comments on the FY 2022 Budget and stated efforts should be made to utilize ARPA funding.**
- III. Correction/Approval of Minutes (**August 5, 2021 - Attached**)
---**Moved by Ruth, seconded by Tany, to approve. Motion carried.**
- IV. Public Comment - *Speakers limited to 3 minutes*---**None**
- V. Agenda
 - 1. *Referral from August 17, 2021 Board Session*
Commissioner Boyd, re:
 - Request for Vaccination Payment for eligible county employees

---Boyd moved, seconded by Tany, to approve the following motion. After discussion, Boyd moved, seconded by Theisen, to amend the motion as indicated with bold/strikeout. Amendments were approved unanimously as follows:

*Motion to adopt a Vaccination Payment Plan in accordance with 42 USC §802(c)(1)(A), commonly known as the American Recovery Plan Act (ARPA), to pay Saginaw County employees who ~~are or have previously been designated as essential employees,~~ and qualify under the terms of the Act, to a ~~bonus~~ **an incentive** payment of \$500 ~~1,000.00~~ if they provide proof of vaccination against the COVID-19 virus or its variants no later than October 31, 2021; ~~the sum of \$500.00 if the same is provided by November 30, 2021; and the sum of \$250.00 if the same is provided by December 31, 2021.~~ Proof is to be provided to the Saginaw County Controller ~~and this plan shall expire effective January 1, 2022.~~*

---After discussion, the main motion, as amended, was approved unanimously as follows:

Motion to adopt a Vaccination Payment Plan in accordance with 42 USC §802(c)(1)(A), commonly known as the American Recovery Plan Act (ARPA), to pay Saginaw County employees who qualify under the terms of the Act, an incentive payment of \$500 if they provide proof of vaccination against the COVID-19 virus or its variants no later than October 31, 2021; Proof is to be provided to the Saginaw County Controller.

(Unfinished Business at the September 21, 2021 Board Session)

Referral from Committee of the Whole held August 31, 2021

Commissioner Boyd, re:

- Request for premium pay for eligible county employees

---Boyd moved, seconded by Tany, to approve the following motion:

Motion to adopt a Premium Pay Plan in accordance with 42 USC §802(c)(1)(B), commonly known as the American Recovery Plan Act (ARPA), to pay Saginaw County employees who are or have been performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers as defined by the Act. The Premium Pay Plan shall comply with the terms of the Act and shall pay each qualified worker the sum of \$100.00 for each week that the worker performed essential services at their normal previous worksite where a heightened risk of acquiring the COVID-19 virus existed, as set forth in the Act. The employee shall submit a claim form as developed by Saginaw County if the worker wishes to receive such premium pay.

---Discussion was held and the motion failed by the following roll-call vote:

Yes: Tany, Boyd - 2; No: Theisen, Ruth, and Krafft - 3

1. **Todd Borders, Court Administrator, 10th Circuit – Family Division, re:**

- **9-21-7 (#1)** Requesting amendment of its FY 2022 Budget to accept a CPLR grant in the amount of \$174,486 (Acct. 278 28512) for increased representation in child protective services; **(#2)** \$600,000 (Acct. 292) “Raise the Age” grant from the State of Michigan to fund all juvenile justice for 17-year old children and add four (4) additional Youth Care Specialist (YCS) positions in detention along with other related non-CCF reimbursable expenses; and **(#3)** increase revenue in the CASA program from \$50,000 to \$90,000 (Acct. 292 80830)

---The committee considered three (3) separate requests for the purposes of discussion and voting.

---Moved by Ruth, seconded by Theisen, to approve request #1. Motion carried. (Board Report)

---Moved by Theisen, seconded by Tany, to postpone request #2 until the October Budget/Audit Committee meeting to allow for Civil Counsel to review the grant agreement. Motion carried.

---Moved by Theisen, seconded by Ruth, to approve request #3. Motion carried. (Board Report)

[Ruth left the meeting at 4:52 p.m.]

2. **Miguel Gomez, Undersheriff, re:**

- **9-21-9** Requesting an increase in revenue and expenses in its FY 2021 Inmate Services Fund (Acct. 595) in various line items for \$429,000, \$55,000, and \$4,000, mainly due to an increase in inmate commissary sales and an increase in bookings

---Moved by Boyd, seconded by Theisen, to approve. Motion carried. (Board Report)

- **9-21-13** Requesting approval to adjust its FY 2021 Budget to accept revenue totaling \$21,934.21 and make various line items whole in Acct. 207; further, to use \$47,451.99 in savings from Wages (Acct. 207) to balance its electric, gas, and water/sewer accounts

---Moved by Theisen, seconded by Boyd, to approve using fund balance if necessary for the difference. Motion carried. (Board Report)

- **9-21-16** Requesting approval to amend the FY 2022 Fee Schedule and raise Lab Confirmation Fees from \$25 to \$35 and to establish a fee for processing probate background checks

---Moved by Theisen, seconded by Tany, to approve charging \$10 as the fee to process Probate background checks. Motion carried. (Board Report)

3. **Jennifer Broadfoot, Personnel Director, re:**

- **9-21-10** Requesting \$20,000 in additional funding in the Activity 21000 – Corporation Counsel, Account 81910 – Labor Counsel, due to increased costs related to grievances, mid-term changes to collective bargaining agreements, arbitration, as well as current contract negotiations

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

4. **William Stanuszek, Mosquito Abatement Director, re: PULLED BY DEPARTMENT HEAD**

- ~~**9-21-11** Requesting approval of an additional \$150,000 from Mosquito Control fund balance to replace the unapproved FY 2022 General Fund (Maintenance Department) portion and account for possible increases in costs association with construction of a storage building~~

5. **Bonnie Kanicki, Animal Control Director, re:**

- **9-21-12** Requesting approval to amend its FY 2021 Budget to move funds totaling \$41,700 from 71600 Hosp. Insurance/80509 Prof Serv - Spay/Neuter to Kennel Supplies, Drugs & Pharmaceuticals, Laundry Services, Membership Dues, Service Fees, Bonds-General, Pre-Employment Physicals, and Auction Costs

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

6. **Christina Harrington, Health Department Director/Connie Sullivan, Accounting Sup., re:**

- **9-21-14** Requesting: (1) Amendment of its FY 2021 Budget in the total amount of \$2,498,448 to accept COVID-19 grant allocations from MDHHS (\$2,424,962) and local match funds (\$73,486); (2) Amendment of Budget Resolution #16 to allow the Chair of the Board, upon recommendation of the Controller, to accept grants on behalf of the County up to \$500,000 with a local match not to exceed 10% through the end of FY 2021; and (3) Approve acceptance of \$2,654,694 FY 2022 grant funding from MDHHS for COVID-19 and ELC Regional Lab allocations received after the budget process

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

7. **Josh Brown, Information Technology Director, re:**

- **9-21-17 (#1)** Requesting to carry \$75,000 from the FY 2020 to the FY 2021 Budget to, if approved, allocate \$18,145/\$28,000 (\$46,145) to backfill the Programming Manager position vacated in February; **(#2)** and to carry \$28,855 forward to FY 2022 for minimal department remodel such as carpeting and paint. **(#3)** Further, allocation of the remainder of \$496,858 from the Fiber WAN Budget between FY 2021 and FY 2022

---Mr. Brown introduced item #3 first and stated the amount changed to \$344,157 from his original letter and was further clarified by the Finance Director as \$383,576 to be carried over from FY 2020 to FY 2021. Moved by Theisen, seconded by Tany, to approve. Motion carried. (Board Report)

---Mr. Brown stated the need to move \$28,000 from retained earnings fund balance to Consulting Services. Boyd moved, seconded by Theisen, to approve. Motion carried. (Board Report)

---Partial action on Item #1 and no action on Item #2. (See Executive Committee for action)

8. **Robert Belleman, Controller/CAO - Koren Thurston, Finance Director - Leah Puskar, Assistant Finance Director, re:**

- **9-21-6** Submitting Draft #3 of the Proposed FY 2022 County Budget as approval of eight (8) changes to Draft #2 of the proposed FY 2022 Budget from Board of Commissioners, Register of Deeds, County Clerk, Juvenile Detention, MSU Extension, Castle Museum, all Personnel budgets to account for implementation of Phases II & III of the Compensation Study, and amendment of the 2022 Fee Schedule for the Health Department

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

- **9-21-8** Submitting proposed Saginaw Funding Metrics for the annual appropriation to Saginaw Future, Inc. for economic development activities in FY 2022

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

- **9-21-15** Requesting approval to amend the FY 2021 Budget as follows: (1) Increase of \$59,000 in both revenue and expenditures for the Castle Museum; (2) Increase of \$37,000 in both revenue and expenditures for Harry W. Browne Airport related to fuel sales and an increase of \$25,000 from fund balance to cover repairs to the self-serve fuel system card reader; (3) Increase of \$8,500 for MSU Extension to recognize revenue from the Sugarbeet Advancement Program for travel and mileage reimbursement; and (4) Increase of \$450,000 to cover increased contract attorney expenditures in the Indigent Defense Fund for FY 2021, included for reimbursement in the FY 2022 grant application

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

VI. Miscellaneous

- ***Commissioner Boyd stated there is an FCC program to subsidize low income people for broadband, and there may be other programs out there.***

- *The Controller advised that MML and MAC have advised to go slow with funding projects, also because there may be other programs out there.*
- *Commissioner Krafft asked if we should consider a grant writer to do these things?*

VII. Adjournment---***Moved by Theisen, seconded by Boyd, to adjourn. Motion carried; time being 5:28 p.m.***

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

MINUTES

BUDGET/AUDIT COMMITTEE

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

Thursday, October 7, 2021 – 4:00 p.m.

Present: Dennis Krafft – Chair, Christopher Boyd – Vice-Chair, Jack Tany, Carl Ruth
Absent: James Theisen
Others: Robert Belleman, Dave Gilbert, Vanessa Guerra, Koren Thurston, Leah Puskar, Jennifer Booker, Sheldon Matthews, Judge Darnell Jackson, Sue Bidwell, Laura Argyle, Kristine Stockmeyer, Kyle Bostwick, Suzy Koeplinger, Cindy Louchart

- I. Call to Order---**Krafft at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes (**September 9, 2021 - Attached**)
---**Moved by Ruth, seconded by Tany, to approve. Motion carried.**
- IV. Public Comment---**None**
- V. Agenda

1. **Laura Argyle, CPA – CFO of Saginaw County Community Mental Health Authority, re:**
 - **8-17-14** SCCMHA submitting the 2020 Financial Audit of the Saginaw County Community Mental Health Authority, pursuant to the agreement between the County and SCCMHA (*Held from August Budget/Audit Committee – previously distributed*)
---**Moved by Ruth, seconded by Tany, to receive and file. Motion carried.**
2. **Koren Thurston, Finance Director, re: Payment of Claims**
 - **10-19-7** - Electronic Transactions July 1 – 31, 2021
Voucher Payments July 1 – 31, 2021
 - **10-19-8** - Electronic Transactions August 1 – 31, 2021
Voucher Payments August 1 – 31, 2021
---**Moved by Tany, seconded by Ruth, to approve. Motion carried. (Board Report)**
3. **Todd Borders, Court Administrator, 10th Circuit Court – Family Division, re:**
 - **10-19-5** Requesting acceptance of \$600,000 “Raise the Age” grant (Acct. #292) from the State of Michigan to fund all juvenile justice for 17-year old children and add four (4) additional Youth Care Specialist (YCS) positions in Detention along with other related non-CCF reimbursable expenses (*If approved - Labor Relations Committee*)
---**Committee met with Kristine Stockmeyer. Moved by Ruth, seconded by Tany, to approve and amend the budget based on approval of additional positions by Labor Relations Committee. Motion carried. (Board Report)**
4. **Kelly Suppes, Purchasing/Risk Manager, re:**
 - **10-19-12** Requesting approval to increase the Motor Pool Fund up to \$30,000 from fund balance to cover the purchase of a “sign out” vehicle for county employee business use

---Committee met with Koren Thurston. After discussion, committee decided to postpone said matter until more detailed information can be provided. Moved by Boyd, seconded by Ruth, to postpone. Motion carried.

5. **Hon. Darnell Jackson, Chief Judge, 10th Circuit Court**, re:

- **10-19-13** Requesting approval of American Rescue Plan Act (ARPA) funding to conduct jury trials offsite, including Juvenile defendant jury trials, through the month of December 2021

---Discussion was held regarding costs of Horizons Center, video capability, and Sheriff Deputies for security. Moved by Boyd, seconded by Ruth, to approve use of ARPA funds up to \$200,000 for offsite jury trials through December 2021. Motion carried. (Board Report)

VI. Miscellaneous---***Discussion was held regarding the Committee of the Whole sessions scheduled for October 12, 2021 and October 26, 2021***

VII. Adjournment---***Moved by Ruth, seconded by Tany, to adjourn. Motion carried; time being 5:16 p.m.***

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

MINUTES
BUDGET/AUDIT COMMITTEE

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

Thursday, November 4, 2021 – 4:00 p.m.

Present: Dennis Krafft – Chair, Christopher Boyd – Vice-Chair, Jack Tany, James Theisen, Carl Ruth
Others: Robert Belleman, Dave Gilbert, Vanessa Guerra, Kyle Bostwick, Tim Novak, Blair Stevenson,
Mark Gaertner, Kelly Suppes, Mary McLaughlin, Jessica Sargent, Suzy Koeplinger, Hannah Olsen

- I. Call to Order---**Krafft at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes
---**Moved by Ruth, seconded by Theisen, to approve the October 7, 2021 B/A Minutes. Motion carried.**
- IV. Public Comment---**None**
- V. Agenda

1. **Mark Gaertner, Blair Stevenson, Prosecutor’s Office**, re:

- **11-16-4** Submitting a Reorganization Plan that includes a shift in duties of the Chief Assistant, merging Assistant Prosecuting Attorney (APA) II and APA IV positions to create two (2) APA III positions, and expanding the Financial Investigator position to a new position of Director of Operations
---**Information only. No action.**

2. **Terry Kluck Beagle, Register/Administrator, Probate Court**, re:

- **11-16-10** Requesting a temporary PCN to allow for training of a new Probate Register/Administrator, due to the pending retirement of the current Register/Administrator, Terry Kluck Beagle, effective the end of July 2022; further, approval of an increase in the Probate Court budget up to \$52,581
---**Moved by Theisen, seconded by Tany, to approve. Motion carried. (Board Report)**

Postponed from October 7, 2021 Budget/Audit Committee

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

- **10-19-12** Requesting approval to increase the Motor Pool Fund up to \$30,000 from fund balance to cover the purchase of a “sign out” vehicle for county employee business use
- **11-16-11** Submitting additional information requested by the committee pertaining to the request to purchase a Motor Pool Sign Out Vehicle

---**Moved by Theisen, seconded by Boyd, to approve. Motion carried. (Board Report)**

4. **Commissioner Christopher Boyd**, re:

Motion to adopt a Premium Pay Plan in accordance with 42 USC §802(c)(1)(B), commonly known as the American Recovery Plan Act (ARPA), to pay Saginaw County employees who are or have been performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers as defined by the Act. The Premium Pay Plan shall comply with the terms of the Act and shall pay each qualified worker the sum of \$100.00 for each week that the worker performed essential services at their normal previous worksite where a heightened risk of acquiring the COVID-19 virus existed, as set forth in the Act. The employee shall submit a claim form as developed by Saginaw County if the worker wishes to receive such premium pay.

---Discussion was held. No action.

VI. Miscellaneous---

1. Commissioner Boyd addressed the Healthcare situation and use of ARPA funds.

2. Commissioner Theisen discussed funds for Veterans, \$140,000

---Moved by Theisen, seconded by Ruth to apply \$140,000 for funding under the State's Veterans Services. Motion carried. (Board Report)

3. Mr. Belleman discussed closing on Friday, November 12, 2021, the day after Veterans Day. Moved by Theisen, seconded by Ruth, to approve the closure. Motion carried.

4. Commissioner Ruth attended trial court held by Judge Manvel Trice at Horizons.

5. Commissioner Ruth stated he toured the new jail tunnel.

VII. Adjournment---**Moved by Theisen, seconded by Ruth, to adjourn. Motion carried. Time being 5:10 p.m.**

Respectfully Submitted,

Dennis Krafft, Committee Chair

Vanessa Guerra, County Clerk

Suzy Koeplinger, Committee Clerk

MINUTES

BUDGET/AUDIT COMMITTEE

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

Thursday, December 9, 2021 – 4:00 p.m.

Present: Dennis Krafft – Chair, Christopher Boyd – Vice-Chair, Jack Tany, James Theisen, Carl Ruth
Others: Robert Belleman, Vanessa Guerra, Leah Puskar, Tim Novak, Jessica Sargent, Dave Gilbert, Norm Bamberger, Kyle Bostwick, Zack Robinson, Cindy Louchart, Hannah Olsen

- I. Call to Order---**Krafft at 4:00 p.m.**
- II. Welcome
- III. Correction/Approval of Minutes
---**Moved by Tany, seconded by Theisen, to approve the November 4, 2021 Minutes. Motion carried.**
- IV. Public Comment---**None**
- V. Agenda

1. **Leah Puskar, Assistant Finance Director, re: Payment of Claims and Budget Adjustments**

- **12-14-19** - Electronic Transactions September 1 – 30, 2021
Voucher Payments September 1 – 30, 2021
- **12-14-20** - Electronic Transactions October 1 – 31, 2021
Voucher Payments October 1 – 31, 2021
- **12-14-21** - Electronic Transactions November 1 – 30, 2021
Voucher Payments November 1 – 30, 2021
---**Moved by Theisen, seconded by Ruth, to approve. Motion carried. (Board Report)**
- **12-14-22** - Submitting budget adjustments approved by the Controller as well as grants accepted on behalf of the County for July 1, 2021 through September 30, 2021
---**Moved by Ruth, seconded by Theisen, to Receive & File. Motion carried.**

2. **Timothy Novak, County Treasurer, re:**

- **12-14-9** Requesting approval to reconfigure the cashier area to accommodate the new Tyler cashier drawers and computers in the approximate amount of \$12,000 by utilizing FY 2021/FY 2022 funds under account #245-44400-93100 (\$8,000) with the remainder from the Public Improvement Fund
---**Moved by Ruth, seconded by Tany, to approve. Motion carried. (Board Report)**

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

- **12-14-10** Requesting an increase to the Foster Grandparent Program budget (238-67235) to accommodate unspent federal grant funds permitted to roll over FY 2022 in the amount of \$65,000; and to transfer funds in the amount of \$4,750 from Community Promotion to Special Events to make it easier to monitor and track expenses
---Moved by Theisen, seconded by Boyd, to approve. Motion carried. (Board Report)

- **12-14-11** Requesting utilization of \$21,500 from fund balance to enter into a Professional Service Agreement with WTA Architects for a Building Assessment and Concept Design for the main building and Marie Davis Senior Center
---Moved by Theisen, seconded by Boyd, to approve. Motion carried. (Board Report)

4. **Commissioner Boyd**, re:

- Motion to extend the date for the \$500 COVID-19 vaccination incentive payment
---Request was withdrawn

VI. Miscellaneous---

- a. ***Motion to compensate those county employees 65 and older by offering \$500 in lieu of the \$500 HSA contribution, additionally the 7.65 percent FICA portion of the payment will be covered by the county. Effective Jan. 1, 2022.***
 - i. ***Boyd moved, Ruth supported.***
 - ii. ***Roll call vote held, all members voted yes. (Board Report)***

- b. ***Motion to extend the \$500 Covid-19 vaccination incentive payment to those who attempted to become fully vaccinated but were informed by a medical professional they should not receive the second dose. This applies to those individuals who applied by the October 31, 2021 deadline.***
 - i. ***Ruth moved, Theisen supported.***
 - ii. ***Roll call vote held, all members voted yes. (Board Report)***

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

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