

MINUTES

BUDGET/AUDIT COMMITTEE

DRAFT

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