

FINANCE COMMITTEE

A meeting of the Emmet County Finance Committee was held on December 15, 2008 at 3:00 p.m.

Commissioners present: Thomas Foltz, Chairman
Leroy Gregory
Thomas Shier, Vice-chairman

Absent: None

Staff present: Cynthia Van Allen, Finance Director
Lyn Johnson, Controller
Brentt Michalek, Planning and Zoning Director
Gary Appold, Information Technology Director

Guests: Daniel Plasencia
Peter Wallin, Sheriff

The Commissioners reviewed and approved the minutes of the November 10, 2008 meeting.

The Commissioners reviewed and approved for payment all committee and travel vouchers presented.

Commissioner Gregory made a motion that the Finance Committee recommend approval for payment of the December finance claims in the amount of \$1,662,385.66. Commissioner Shier seconded the motion. By voice vote the December finance claims were unanimously approved for recommendation to the full Board.

Commissioner Shier moved that the 2008 - 2009 winter snow plowing contract be awarded to DEX LLC. Commissioner Gregory seconded the motion. By unanimous voice vote the contract was approved for recommendation to the Board.

Commissioner Gregory moved to accept Mr. Michalek's recommendation that the annual resource mining fee be established at \$100. Currently the renewal is charged at the same rate as a new account which was an oversight when the fee schedule was originally established. Commissioner Shier seconded the motion. By unanimous voice vote the fee was approved for recommendation to the Board.

Mr. Michalek discussed the purpose and potential benefits of establishing a land bank authority. Commissioner Shier moved that a land bank authority be established. Commissioner Gregory seconded the motion. By unanimous voice vote the authority was approved for recommendation to the Board.

Commissioner Shier moved that a contract for an amount not to exceed \$2,000 with Otwell Mawby, P.C. for land bank authority development services be approved. Commissioner Gregory seconded the motion. By unanimous voice vote the contract was approved for recommendation to the Board.

Commissioner Gregory recommended that Mr. Johnson be authorized to sign the 2009 State of Michigan

remonumentation grant program application. This grant will provide \$28,658 to continue the program determining the County's corners for surveying. Commissioner Shier seconded the motion. By unanimous voice vote the application was recommended for approval to the Board.

Commissioner Gregory recommended approval for \$1,320 and \$840 2008 remonumentation contracts with Trowbridge and Associates and Northstar Land Surveying respectively. Commissioner Shier seconded the motion. By unanimous voice vote the contracts were recommended for approval to the Board.

Commissioner elect Plasencia petitioned the Committee for approval for the County to pay \$165 for him to attend three educational seminars presented by Michigan State University Extension and the Northwest Michigan Council of Governments. Commissioner Shier moved that this expenditure be approved. Commissioner Gregory seconded the motion. By unanimous voice vote the expenditure was approved for recommendation to the Board.

Mr. Appold assisted the Committee in creating the list of tentatively approved 2009 capital expenditures. A copy of the list is attached. This list will be one of the documents approved as part of the 2009 budget process.

Sheriff Wallin let the Committee know that he received notification that \$4,000 of the State's portion would be cut from the 2008 - 2009 snowmobile safety program budget. Commissioner Gregory moved that the County's snowmobile safety program be maintained at its originally budgeted level. Commissioner Shier seconded the motion. By unanimous voice vote the continuance of the program was recommended to the Board.

Commissioner Gregory recommended the \$1,000 purchase of a personal computer for the Equalization assessor. Commissioner Shier seconded the motion. By unanimous voice vote the purchase was recommended for approval to the Board.

Commissioner Shier recommended approval for the Chairman of the Board to sign the 2009 State marine safety program grant application. Commissioner Gregory seconded the motion. By unanimous voice vote the application was approved for recommendation to the Board.

Commissioner Gregory recommended approval for the Chairman of the Board to sign the Straits Area Narcotics Enforcement team's "Standard Assurances" compliance document which is required to receive the federal Byrne grant. Commissioner Shier seconded the motion. By unanimous voice vote the document was approved for recommendation to the Board.

The Committee reviewed the documents related to amending the 2008 budget. Commissioner Shier recommended approval of these documents. Commissioner Gregory seconded the motion. By unanimous voice vote the documents were approved for recommendation to the Board. These documents are available in Ms. Van Allen's office for inspection.

The Committee reviewed the documents related to the proposed 2009 budget. Commissioner Gregory recommended approval of these documents. Commissioner Shier seconded the motion. By unanimous voice vote the documents were approved for recommendation to the Board. These documents are available in Ms. Van Allen's office for inspection.

Mr. Johnson asked the Committee for authorization to pay a legal firm \$9,000 for necessary amendments to the County's frozen defined benefit retirement plan. \$8,000 is for attorney costs and \$1,000 is for IRS

submission fees. Commissioner Shier moved that these expenditures be approved. Commissioner Gregory seconded the motion. By voice vote the expenditures were approved for recommendation to the Board.

Mr. Johnson asked the Committee to approve exploration of potential changes to the defined benefit plan. He would like to discover whether participants can be “bought out” with a cash lump sum or an annuity. He is also going to determine whether the investments in this trust could be sold and the money used to fund the County’s annual delinquent property tax note.

Also, Mr. Johnson let the Committee know that the Personnel Committee is recommending addition of a vesting schedule to the County’s defined contribution retirement plan. Bay Bluffs has already implemented this feature.

Ms. Van Allen let the Committee know that the County’s fair housing policy needed to be reaffirmed and that the Board needed to authorize the Northwest Michigan Community Action Agency to apply for the 2009 - 2010 Michigan State Housing Development Authority grant of \$200,000 for loans by the County for housing rehabilitation.

Revisions to the Housing Council guidelines were presented to the Committee.

Mr. Michalek let the Committee know that a DNR land trust grant of \$675,000 was approved for the purchase of property in the Village of Pellston that includes Maple River frontage. The Little Traverse Conservancy has a donor who will help with funding this project. The County’s portion will be approximately \$70,000. The State legislature still needs to appropriate the money for this purpose.

The Committee discussed areas of potential savings. Mr. Johnson was directed to compile a list of programs/personnel that could be reorganized to provide savings.