

PERSONNEL / WAYS & MEANS COMMITTEE

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MEMBERS

*Ralph Tillotson, Terry Collins
Committee of the Whole*

MEETING LOCATION

Via ZOOM

Minutes: Tuesday, March 9, 2021 – 10:04 a.m.

Present: Commissioners Collins, Bales, Jenkins-Arno, Lapham, Stimpson, and Wittenbach

Absent: Commissioners Tillotson and Goetz

Also Present: Kim Murphy, Rebecca Borton, Martin Marshall, Scott Holtz, Burke Castleberry, Cheryl Whipple, Jenny Escott, Carolyn Bater, Jen Ambrose, Erin VanDyke, and Dmitry Shapiro (The Daily Telegram)

I. APPROVAL OF MINUTES

Motion by Lapham, seconded by Wittenbach, to approve the minutes of the February 9, 2021, meeting. Motion carried.

II. PERSONNEL BUSINESS

A. Employment Changes: The February report was available.

B. Other Personnel: There was no other personnel business.

III. WAYS AND MEANS BUSINESS

A. Finance Reports: Administrator Marshall reviewed the finance reports; revenues are at 4%, expenses are at 15%. The benchmark is 17.26%; the county budget is within guidelines and there is nothing major to report.

The fund status report was reviewed; Marshall highlighted several funds including:

- Health Department has had a lot of covid-related activity
- Marine Law Enforcement continues to run in a deficit and grant funding falls short
- Childcare & DHHS Childcare funds are in better shape than years past
- Delinquent Tax has adequate funding for the 2021 tax payments
- Human Services Building lease negotiations continue with DHHS

B. Budget Adjustments: The following budget adjustments were submitted for review.

	CURRENT BUDGET	CHANGE INC/(DEC)	RECOMM. REVISED BUDGET
HEALTH FUND Amendment #1			
REVENUE 221.601...	3,605,676	301,635	3,907,311
450 Administration 100	613,005	(242,016)	475,432
454 Bioterrorism 130	122,580	(922)	127,260
456 Environmental Health 200	767,884	32,409	780,939
462 STD/Aids 321	124,910	(19,199)	25,000
476 General Communicable Disease 330	141,170	(1,476)	114,385
478 TB Control	405	(129)	45,185
492 Hearing 451	76,348	1,911	140,845
494 Vision 453	80,319	(501)	375
508 Obesity Prevention	30,000	(10,000)	228,158
510 Adrian Public Schools	8,170	(8,170)	9,000
511 Department on Aging	6,660	(6,660)	78,373
516 PHEP Covid-19 Response	50,000	(45,000)	35,855
520 Covid LHC Homeless	25,000	(25,000)	6,600
524 Covid-19 Influenza Vacc Splmntal	0	46,398	1,800
525 Covid-19 Immunizations	0	94,065	30,000
526 Covid-19 Immunization MI Supplem	0	485,925	187,000
EXPENSE 221.601...	3,605,676	301,635	3,907,311
478 TB Control	405	(129)	104,728
502 Nursing Administration 709	225,288	(15,939)	25,000
508 Obesity Prevention	30,000	(10,000)	104,602
510 Adrian Public Schools	8,168	(8,168)	134,228
511 Department on Aging	6,475	(6,475)	226,052
516 PHEP Covid-19 Response	123,424	(122,701)	12,740
520 Covid LHC Homeless	59,730	(59,730)	60,780
521 Covid-19 CRF Contact Tracing	34,031	50,120	21,713
522 Covid-19 CRF Testing	150,292	755	7,532
523 Covid-19 CRF Immunizations	47,530	(1,234)	2,332
524 Covid-19 Influenza Vacc Splmntal	0	9,135	31,582
525 Covid-19 Immunizations	0	124,381	152,515
526 Covid-19 Immunization MI Supplem	0	341,620	141,410

Motion by Bolton, seconded by Wittenbach, to recommend approval of the budget adjustments. Motion carried.

C. Quarterly Allotment: The second quarterly allotment of appropriations was submitted for approval.

Motion by Bolton, seconded by Wittenbach, to recommend approval of the 2nd Quarterly Allotment of Appropriations. Motion carried.

- D. Register of Deeds Shelving Request:** A request from the Register of Deeds for a rolling storage system for record books was reviewed. The request has been reviewed and recommend by Physical Resources Committee. It is recommended that the bid policy be waived and the bid be approved in the amount of \$71,371.

Motion by Stimpson, seconded by Lapham, to recommend waiving the bid policy and approve the bid from Advantage Business Systems for the rolling book storage system in the amount of \$71,371 to be paid out of the Register of Deeds Automation Fund. Motion carried.

- E. Sheriff Service Contracts:** The annual contracts for police service were submitted for review.

Motion by Stimpson, seconded by Wittenbach, to recommend approval of the Sheriff service contracts and authorize the Board Chair to sign on behalf of the County. Motion carried.

- F. 911 Fee Diversion resolution:** Marty explained that intent of this resolution is to put Lenawee County on record in support of a broader use and interpretation of the phrase “directly related to the 911 process” and supporting local decision making and local control regarding the utilization of 911 fees was submitted for consideration.

It was explained that the FCC will consider a rule change on how 911 surcharge dollars can be used.

Comm. Jenkins-Arno provided a bit of background information that she found on the subject and understands the proposed changes stem from an incident out of New York.

Motion by Bolton, seconded by Lapham, to recommend adoption of the 911 Fee Diversion resolution. Motion carried.

- G. Campus Projects:** Marty provided a brief update on the old courthouse renovations.

H. Other Ways & Means Business

LTC Resolution of Intent

Motion by Bolton, seconded by Lapham, to recommend resolution of intent to apply for 2022 state financial assistance (RES#2021-08). Motion carried.

IV. ADJOURNMENT

Motion by Lapham, seconded by Bales, to adjourn the meeting at 10:31 a.m. Motion carried.