

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE  
COUNTY BOARD ROOM  
TUESDAY, OCTOBER 12, 2021  
MINUTES  
4:30 PM**

**1. Call to Order**

The meeting was called to order by Chairman Nagel at 5 PM.

**2. Roll Call –**

Chuck Nagel (chairman), Autum Jones, Dan Steffen, Dave Meinhold, and Ansel Burditt all present.

**3. Approval of Minutes**

- a. Approval September 17, 2021 Regular Meeting

Motion to approve September 2021 minutes made by Burditt, seconded by Meinhold. *Motion passed.*

**4. Public Input**

**5. Approval of Claims**

Motion to approve October claims made by Jones, seconded by Burditt. *Motion passed.*

**6. Treasurers Report**

There are no concerns with the fund balances, they are all doing well. The sales tax report shows that we are continuing to collect more than in previous years. We have one more month to collect and we are well above where we anticipated to be. The actual numbers for the tort fund, liability, and work comp have been placed in the budget.

**7. Budget**

- a. All budgetary changes or adjustments for any previously discussed or approved budget as needed

Discussion on having a balance budget and using recovery funds for some of the extraordinary costs. We need to have a context of what our parameters are. We have fund balances from taxes already collected. The extraordinary items are items that have been put on the back burner for years, and are now at the point they have to be addressed. We have to look at what we need to operate and what is needed to provide the services we need to provide to the tax payers. In the past when an emergency came up, the funds to cover were taken out of contingency. An example is the Starcom Radio System. There were areas that there was no coverage. If we did not fix this, a grievance would have been filed. This was an issue that needed to be addressed for a long time. We should reduce our reserves, as it will build back up as we don't usually spend what we anticipate. By using reserve funds, we are not raising taxes. Discussion on if we are comfortable taking money out of reserves. We still hold enough in reserves to operate for over 6 months. The committee is not comfortable

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE  
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with levying more and increasing taxes when we have plenty of funds in reserve. What we set the levy at is what makes us conservative, not the budget. While we may not show a balanced budget at the beginning of the fiscal year, we have one at the end of the fiscal year. The committee relies on the budget builders to do their due diligence. In the past each department went before their committee and presented their budget. Then the budget went to Finance for approval, then to the County Board. This is the 3<sup>rd</sup> year that budgets have skipped the committee level and gone straight to finance. It was brought up that this process works well, however, the committees don't see the budgets of the departments they oversee. It was stated that every board member can come to the finance committee meeting and take part in the budget process. Extraordinary are wishes. The board can either approve, or reject those expenses.

Explanation of expenses were given for the following:

- ❖ It was asked about a new vehicle for EMA and new computer equipment. The vehicle being used has over 150,000 miles and has some issues. They are asking to replace with a new four wheel drive SUV. Heart has recommended the replacement of the computer. Just this past weekend, when the storm came through, one of the computers went out. Fifty percent of the computer will be paid for by FEMA.
- ❖ The VA office needs to computer updates.
- ❖ There are \$65,000 in improvements and \$12,000 in repairs for the Courthouse. It was asked what the improvements were. The north parking lot is one of the improvements. Discussion on what constitutes an improvement and what constitutes a repair. A repair is something that breaks or needs attention that was not anticipated. An improvement is a project that is planned.
- ❖ Woodcom is expected to go down as the census has gone down.
- ❖ The cell phone investigation process – technology data is a big factor in investigations. Texts, calls, etc. have to be extracted from a device and put into a form that can be used as evidence. We have been using a company to do this, but since this is a field that is growing, the company doesn't have the time for outside work and we have to wait months to get the information. We need our own system.
- ❖ Policy update – a company will come in and go through the policies and make sure we are up to date on all state and federal law. The \$50,000 is a onetime fee. There will be an annual fee every year for around \$6,000 – 7,000.

It is realized that the Sheriff's budget has increased significantly. There is a vehicle purchase, they have added 3 new employees, the bonus that were awarded, jail controls that have to be updated, etc.

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COUNTY BOARD ROOM  
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4:30 PM**

He has kept being told no, and now they are in a situation where it has to be done. He is trying to keep the county running.

It comes down to having the money to fix the things we have been neglecting. The budget builders ask for thing they need. The money is there, the needs are not being met, and funds keep growing. Last year was a catastrophic year, and the funds still increased.

It was pointed out that the Finance Committee is the one who instructed the budget builders to put in extraordinary and not budget those things in order to keep taxes low. The questions arose of how much we want to spend and how do we want to spend it. *Motion passed.*

- b. Approval of tentative levy and draft budget to County Board

Motion to send the tentative budget and levy to the full Board made by Burditt, seconded by Jones. *Motion passed.*

#### **8. New Business**

- a. Eric Snedeker – Property. Liability and work comp renewal

Eric Snedeker presented the property, liability and work comp renewal. It has increased by about 3% from last year. Last year due to Covid – we received a credit. Our expense modifier is better than average. We have been with Snedeker since the late 1980's or early 1990's. It was asked about the number of vehicles the county has and who keeps track of that. Every August an audit is done of the vehicles. This will be sent to the full Board for their review. Not action is needed.

- b. Discussion and approval of GPEDC RLF invoice for \$4,500

Motion by Jones to approve the GPEDC invoice, seconded by Meinhold. *Motion passed.*

- c. Discussion and approval of Kenyon Invoice 13219 for \$270.00

Motion to approve Kenyon invoice made by Meinhold, seconded by Steffen. *Motion passed.*

Mr. Cummings addressed the committee. It was discovered that the men's bathroom that is being made ADA compatible was not vented. Therefore the contract has to be changed. This will go before the Board for the Chairman to approve the contract changes. Since this is our project, we can tell the contractor to move forward and we will approve the change at the Board meeting. If this situation arises with one of the townships, they will have to pay the additional costs. Mr. Nagel will have a discussion with the Chairman of the Board to discuss how to handle should this issue arise in the future.

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE  
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d. Call for Projects for the ARA

This will be a lengthy discussion. All funds will probably be used. It was discussed to call a special meeting to address projects for the ARA funds. It was suggested that we get costs on the projects we are proposing to use the money on. It was suggested that we send the list to Bellwether to see if the projects will qualify before we get costs.

**9. Unfinished Business**

**10. Other**

**11. Executive Session**

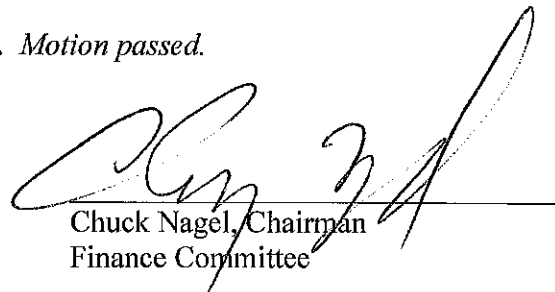
**12. Any Action Coming Out of Executive Session**

**13. Adjournment**

Motion to adjourn made by Burditt, seconded by Steffen. *Motion passed.*

Meeting adjourned at 5:54 PM.

Submitted by: Deb Breyman

  
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Chuck Nagel, Chairman  
Finance Committee