

# 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