WAYS AND MEANS COMMITTEE MEETING

FRIDAY, JUNE 14, 2024

9:00 A.M.

MINUTES

MEMBERS PRESENT:	Chairperson Blake Mulder, Terrance Augustine, Joe Brehler, Jeanne Pearl-Wright, Brian Droscha, Brian Lautzenheiser, and Barbara Rogers.
MEMBERS ABSENT:	Commissioner Brian Lautzenheiser.
ALSO PRESENT:	Commissioners Jim Mott, Scott Hansen, Frank Holmes, Mark Mudry; Connie Sobie, Ben Dawson, Melissa Ballard, Tim Vandermark, Jeff Cook, Claudine Williams, Ron Lester, and Chad Powers.

The June 14, 2024 meeting of the Ways and Means Committee was called to order at 9:00 a.m. by Chairperson Mulder.

The Pledge of Allegiance was given by all.

Controller/Administrator Connie Sobie requested to remove item #10. 2023/2024 Budget Amendments from the agenda. Commissioner Rogers moved to approve the agenda as amended. Commissioner Droscha seconded. Motion carried unanimously.

Commissioner Augustine moved to approve the May 10, 2024 closed session and regular minutes. Commissioner Droscha seconded. Motion carried unanimously.

No limited public comment.

Equalization Director Tim Vandermark presented the DDA Captured Value and Headlee Rollback form L-4028 and 2024 Tax Rate Request L-4029 (attached) and provided a detailed explanation of the information provided. Discussion held. Commissioner Droscha moved to recommend approval of the 2024 Tax Limitation Values Form L-4028 and the 2024 Tax Rate Request Form L-4029 to the Board of Commissioners as presented. Commissioner Pearl-Wright seconded. Motion carried unanimously.

Ron Lester, the licensed surveyor in charge of the County's Remonumentation Program, spoke about the Remonumentation project that is nearing completion. Discussion held.

Deputy Administrator / Human Resources Director Ben Dawson presented the positions update and reported on current open positions. Discussion held regarding vacancies within the Sheriff's Department. Undersheriff Jeff Cook was present to answer any questions. Commissioner Augustine moved to fill the position vacancies as presented. Commissioner Droscha seconded. Motion carried unanimously.

Discussion held regarding the vacant Parks Director position. Mr. Dawson indicated that Claudine Williams, Director of Intergovernmental Affairs, and Chad Powers, Facilities Director, have been filling the Parks Director role in order to continue departmental operations. In order to ensure that both Parks operations and Facilities maintenance operations continue, Mr. Powers requested that a contractor be hired to oversee current campus improvements that were budgeted for in the current fiscal year. These services would not exceed $30,000 for the current fiscal year and be paid for with savings from salaries and fringes in his office as his time is split with the Parks Department. Commissioner Augustine moved to approve the budget amendment and allowance for the contractual agreement. Commissioner Rogers seconded. Commissioner Brehler opposed. Motion Carried.

Mr. Dawson indicated there was an open position for the part-time Parks and Recreation Events Coordinator position. This vacancy was unrelated to the vacant Parks Director position. Mr. Dawson requested the position be made full-time due to the increased demands on the position. Commissioner Augustine moved to recommend the position change to the Board of Commissioners. Commissioner Rogers seconded. Motion carried unanimously.

Finance Director Melissa Ballard presented the responses to the Request for Proposal (RFP) sent for the County's annual audit. Commissioner Brehler motioned to accept the proposal from Rehmann for fiscal years ending September 30, 2024 through 2026. Commissioner Pearl-Wright seconded. Discussion held. Motion carried unanimously.

Chairperson Mulder recessed the meeting for a break at 10:31 a.m.

Chairperson Mulder reconvened the meeting at 10:42 a.m.

The health insurance report for March was presented. The report indicates an unfavorable variance of ($278,267) compared to Blue Cross Blue Shield's estimated budget. Ms. Ballard indicated there is a pending quarterly settlement that will help offset the unfavorable variance. Additionally, funds from open budgeted positions were transferred in the amount of approximately $98,000 to reduce the unfavorable variance. Management will continue monitoring these funds.

The Child Care Fund report for March was presented and discussed. Based on the updated projection of revenues and expenditures, the estimated fund balance at September 30, 2024 is $1,758,565.

The financial report for the period ending May 31, 2024 was presented. Discussion held.

The public improvement update was presented. Mr. Powers updated the committee on the progress of the Johnson Controls project, indicating that this was nearing completion as the final electric vehicle charging stations were installed. Additional projects include the Construction Code renovation, the Courthouse flooring replacement, the Central Dispatch remodel, and the Complex Sustainability Projects. Mr. Powers also updated the committee on the Youth Facility expansion, which is progressing on time. He invited Commissioners to attend the scheduled site visit on June 20th, 2024 at 5:30 pm to tour the facility.

A resolution to approve an application for Title IV-E Child and Parent Legal Representation Grant was presented (attached). Commissioner Pearl-Wright moved to recommend approval of the resolution to the Board of Commissioners. Commissioner Rogers seconded. Motion carried unanimously.

Miscellaneous – Commissioner Droscha proposed the rental of a booth, paid for by commissioners with their own money, at the Eaton County Fairgrounds during the annual Eaton County Fair July 8th through July 13th. This booth would be manned by elected officials only for the purpose of educating the public on the Tax Limitation ballot proposal. Ms. Sobie spoke about the limitations on the County for use of funding and staff time for the purpose of educating the public on events and services as it relates to the Tax Limitation ballot proposal.

Commissioner Droscha moved to recommend approval of the payment of claims against the County in the amount of $330,488.90, immediate claims in the amount of $11,340,236.26 and electronic claims in the amount of $10,762,628.28 to the Board of Commissioners as presented. Commissioner Rogers seconded. Motion carried unanimously.

The 2024/25 budget projections were presented. Ms. Sobie noted the budgeted expense projections have been reduced by approximately $2.4 million dollars, along with revenue increases in the amount of approximately $1.2 million. Additionally, the current projection does not include a cost of living increase for employees not covered by a settled bargaining contract for the upcoming fiscal year. The projected cost of this increase is approximately $635,000 and will be included in future proposals.

Ms. Ballard indicated that the County does not have a fund balance policy, and as such, should use historical practice for establishing a minimum fund balance threshold. Based on the County's historical practice the maximum fund balance usage for fiscal year 2024/25 should be approximately $220,000, which would reduce the County's fund balance in the general fund to approximately $4.8 million or 10% of the 2023/24 fiscal year expenses. In order to meet this maximum use of fund balance, the County will need to further reduce the 2024/25 expenses by approximately $4.2 million. Discussion held.

The 2024/25 budget position reclassifications and requests were presented. Commissioner Droscha moved to submit all reclassification requests to the County's reclassification consultant for review. Commissioner Rogers seconded. Motion carried unanimously.

No limited public comment.

Commissioner Brehler moved to enter into closed session at 11:39 a.m. pursuant to Section 15.268 Sec 8. (c) of the Open Meetings Act to discuss the proposed agreement with the Eaton County Youth Facility bargaining unit. Commissioner Droscha seconded. Roll Call Vote: Augustine – yes, Brehler – yes, Droscha – yes, Pearl-Wright – yes, Rogers – yes, Mulder – yes. Motion carried.

The Committee resumed the open meeting at 12:20 p.m.

Commissioner Pearl-Wright moved to recommend the approval of the agreement with the Eaton County Youth Facility bargaining unit to the Board of Commissioners, as presented. Commissioner Rogers seconded. Motion carried unanimously.

Chairperson Mulder adjourned the meeting at 12:21 p.m.

The next regularly scheduled meeting of the Ways and Means Committee will be held on Friday, July 12, 2024, at 9:00 a.m. in the Board of Commissioner Room of the Courthouse located at 1045 Independence Blvd., Charlotte, MI 48813.

Blake Mulder, Chairperson