

WAYS AND MEANS COMMITTEE MEETING

FRIDAY, OCTOBER 11, 2024

9:00 A.M.

MINUTES

MEMBERS PRESENT: Chairperson Blake Mulder, Joe Brehler, Brian Lautzenheiser, Brian Droscha, Terrance Augustine, and Barbara Rogers.

MEMBERS ABSENT: Commissioner Jeanne Pearl-Wright.

ALSO PRESENT: Commissioners Jim Mott, Scott Hansen, and Frank Holmes; Connie Sobie, Ben Dawson, Melissa Ballard, Chad Powers, and Tom Reich.

The October 11, 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.

Commissioner Lautzenheiser moved to approve the agenda as presented. Commissioner Droscha seconded. Motion carried unanimously.

Commissioner Rogers moved to approve the minutes of the August 16, 2024 meeting. Commissioner Droscha seconded. Commissioner Brehler requested a correction of the minutes to reflect his appropriate title. Motion carried unanimously.

Limited Public Comment. None.

Deputy Administrator/Human Resources Director Ben Dawson presented the open positions report. Mr. Dawson discussed the open positions in the Sheriff's Office as well as the vacancies that have occurred from the prior meeting. Discussion held. Commissioner Brehler moved to fill the position vacancies as presented. Commissioner Droscha seconded. Motion carried unanimously.

Mr. Dawson presented the analysis of the Parks Department's adjusted job descriptions from Municipal Consulting LLC. Based on the consultant's analysis the Physical Plant Director would go from a Grade 11 to a Grade 12, the Deputy Director/Naturalist would remain a Grade 8, and the Parks Operations Supervisor would go from a Grade 6 to a Grade 7. Controller/Administrator Connie Sobie indicated that the changes to these positions would not require a budget amendment at this time, but may need to be included as the fiscal year progresses. Discussion held. Commissioner Augustine moved to approve the position changes as presented and recommended by Municipal Consulting LLC. Commissioner Lautzenheiser seconded. Motion carried unanimously.

Mr. Dawson provided an update regarding the status of the County's bid process for the carriers of health, vision, and dental insurance. In accordance with County policy, these insurances are put out for bid every three years. Further analysis is required and will be provided at the next committee meeting. This will cause a short delay of approximately three weeks in the County's annual open enrollment but will not impact employees' benefits.

Finance Director Melissa Ballard provided an update to the Committee regarding the Audit Corrective Action Plan. The financial team is actively working on audit preparation and continues to consult with a contracted accounting firm to ensure audit compliance.

The Health Insurance Report for July was presented with projections of expenses and revenues through the end of the fiscal year. The report indicates an unfavorable variance of (\$142,301) compared to fund revenues. Administration continues to monitor this fund to ensure an appropriate fund balance for the County's fiscal year end. Discussion held.

The Child Care Fund Report for August was presented. There were no significant changes from the prior month. Based on the updated projection of revenues and expenditures, the estimated fund balance at September 30, 2024 is \$1,701,431. Discussion held.

The Public Improvement Report was presented. Facilities Director Chad Powers informed the committee about a water leak that was identified outside of the Health Department buildings. In attempting to repair the leak, a gas line was damaged due to the gas line placement being mis-identified by the State. All repairs have been completed safely, but the surrounding buildings needed to be evacuated as a precaution. Mr. Powers indicated that the Youth Facility Project is substantially completed and Granger Construction continues to finalize outstanding punch-list items. The Controller's Office has reached out to Representative Witwer for an extension should this be necessary, however, this is just a precautionary measure. Communication Director Logan Bailey has organized a private ribbon cutting for the facility expansion on October 16, 2024.

The 2024/2025 budget amendments were presented. Commissioner Augustine moved to recommend approval of the budget amendments to the Board of Commissioners, as presented. Commissioner Droscha seconded. Discussion held. Motion carried unanimously.

Miscellaneous. None.

Commissioner Lautzenheiser moved to recommend approval of the payment of claims against the County in the amount of \$2,605,516.89, immediate claims in the amount of \$5,529,931.07, electronic claims in the amount of \$14,467,409.45, and employee payroll in the amount of \$1,897,016.50 to the Board of Commissioners as presented. Seconded by Commissioner Brehler. Motion carried unanimously.

Limited Public Comment. Sheriff Tom Reich thanked the Committee members and Controller's Office staff for their continued support and engagement regarding the Tax Limitation Ballot Proposal.

Commissioner Rogers invited members of the committee and the public to attend the Open House and Health Fair at Hamlin Township on October 12, 2024 from 11:00 a.m. until 2:00 p.m. Additionally, Commissioner Rogers thanked elected officials and the Controller's Office for their attendance at the Hamlin Township Board Meeting October 9, 2024.

Commissioner Holmes thanked the elected officials and all participants in their community engagement regarding the Tax Limitation Ballot Proposal.

Chairperson Mulder adjourned the meeting at 9:56 a.m.

The next regularly scheduled meeting of the Ways and Means Committee will be held on Friday, November 15, 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