

MINUTES OF THE LENAWEЕ COUNTY WAYS & MEANS/BUDGET COMMITTEE MEETING

Meeting of Thursday, September 18, 1980 at 1:00 p.m.

MEMBERS ATTENDING: Commissioners Flippo; Nichols; Gibbard; Storrer; Harris and Davis.

OTHER COMMISSIONERS ATTENDING: Commissioners Brown; Myers; Kastel.

OTHERS ATTENDING: Jerry Ambrose; David Gunsberg, Gunsberg & Breskin.

BUSINESS DISCUSSED:

Jerry Ambrose and David Gunsberg presented the following recommendations regarding the County's Retirement Program for 1980 and 1981:

- (1) The County should as a minimum pay that amount which was budgeted as its 1980 contribution (\$185,000), recognizing that the County's liability is \$417,000 for 1980.
- (2) The County should determine what additional amount if any, can be paid in December of 1980, up to the required \$417,000 (an additional \$232,000).
- (3) Any difference between the \$417,000 liability and what the County pays in December 1980 will be amortized over future years.
- (4) The County budget for retirement for 1981 should be an amount equal to 7½% of anticipated payroll. (This amount will cover the estimated cost at current benefit levels of 6.75% of payroll plus the annual amortized unpaid balance for 1980).
- (5) Effective immediately and continuing in 1981, the County should attempt to negotiate amendments to the Retirement Plan which will reduce the cost to the County.
- (6) Before the current budget process is complete, the County should make a decision regarding the extent to which general fund dollars should be used to subsidize non general funds retirement costs.

Davis moved, supported by Flippo that the Committee recommend approval of the recommendations as presented and that the County make a decision in December as to what amount should be paid in 1980. The motion CARRIED.

The question of per diem payments for non-Committee members attending budget activities was discussed. Commissioner Myers asked that the Commission address the question of per diem payment to non-Committee members attending 1981 budget preparation meetings.

The Committee discussed the Heating System repairs at Maurice Spear Campus.

Storrer moved, supported by Davis that the County Coordinator and Commissioner Gibbard meet with the Board of Directors of the Lenawee Youth Center Corporation to discuss sharing costs for the repair of the Maurice Spear Campus heating system. The motion CARRIED.

The Committee then met with Department Heads, Elected Officials and Judges, to discuss the status of the 1981 budget preparations, and to solicit suggestions as to how the County might proceed to balance the budget. Commissioner Davis and other Commissioners explained the several ideas that the Ways & Means Budget Committee has been discussing and asked for comments. The Officials present had several comments and made the following suggestions: (1) The County Board should evaluate its policy of the use of Federal Revenue Sharing Funds and should consider using some or all of it to offset the present deficit, in lieu of having to cut personnel or services. (2) The various Departments should consider increasing fees charged for services. (3) The County should evaluate the cost of its service contracts for various machines and determine if they are cost effective.

(4) The County should evaluate the current telephone system, particularly in comparison with the cost of a centrex system or of owning its own equipment. (5) The Board could consider asking the voters for additional mileage. (6) The County should evaluate its fringe benefit costs and explore options for maintaining the same benefit levels at lower costs.

The meeting adjourned at 4:15 p.m.

09-22-80

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POSSIBLE APPROACHES TO BALANCING THE BUDGET

PROPOSED EXPENSES = \$9.8 million: PROJECTED REVENUE = \$8.4 million

APPROACHES TO MAINTAIN CURRENT LEVELS OF SERVICE

- *Use of Federal Revenue Sharing Funds for Operations
- *Use of Federal Revenue Sharing Funds for all Capital Expenditures
 - Reduction in hours worked
- *Increase fees & charges
 - Energy Conservation
- *Evaluate need for Service Contracts
 - Strategic use of existing employees in other areas
- *Evaluate County phone system
 - Evaluate County assets for possible sale
 - Search for other sources of funds and revenues
- *Ask voters for additional tax dollars
- *Evaluate fringe benefits

APPROACHES TO REDUCE LEVELS OF SERVICE

- Across the Board reductions based on proposed budgets
- Prioritize specific programs and personnel levels for reduction/elimination.
 - Possible criteria for prioritizing: direct v. internal programs; mandated v. non-mandated programs and levels; service demand.
- Distribution of available revenues among County programs, based on consensus as to what share of the County's resources ought to be going to that program. Possible bases for decision: Past distribution; present distribution; current mandates and pressures for expansion.

*Suggested at Department Head Meeting

WAYS & MEANS/BUDGET COMMITTEE RECOMMENDATIONS

Meeting of Monday, September 29, 1980 at 7:00 p.m.

COMMITTEE MEMBERS ATTENDING: Commissioners Gould; Nichols; Storrer; Gibbard and Harris.

OTHER ATTENDING: Commissioners Spalding; Mackey; Davis; Jerry Ambrose and Ken Rogerson

BUSINESS DISCUSSED:

The Committee discussed various approaches to balancing the budget (Page 3).

Gibbard moved, supported by Nichols that the Committee adopt the following recommendation (#3 of the approaches to reduce levels of the service) for presentation to the Committee of the Whole:

Distribution of available revenues among County programs, based on consensus as to what share of the Countys' resources ought to be going to that program. Possible basis for decision: Past distribution; Present distribution; Current mandates and pressures for expansion.

During discussion it was noted that this approach would have to involve the analysis indicated in other recommended approaches (specifically #2), and that the recommendation being presented is outlined on page 2. ("Lenawee County Proposed Budget Procedures). The motion carried.

The Committee then discussed the total amount of dollars available for distribution.

After discussion, it was the consensus of the Committee that no changes should be made in the General Fund 1980 Cash Balance and 1981 Revenues; thus the revenue total for 1981 would be \$8,412,750, as adopted by the Board in June, 1980.

The Committee then discussed possible uses of Federal Revenue Sharing Funds in the budget process.

Storrer moved, supported by Gibbard that Federal Revenue Sharing should not be used for general operations, but that this would exclude items such as debt retirement, capital expenses and building repairs. The motion failed 3-2.

Nichols moved supported by Harris that the philosophy of one-time expenditures for Federal Revenue Sharing be continued, and that the following proposed General Fund Expenditures be paid from Federal Revenue Sharing Funds, contingent upon the receipt of future funding:

\$290,880 - 1981 Proposed Capital Outlay Expenses
\$232,000 - 1980 Unanticipated Retirement Cost
\$522,880

The motion carried 4-1.

The Committee then discussed the policy of charging fringe benefits to general fund and non-general fund departments.

Nichols moved, supported by Davis, that Fringe Benefits costs be charged as appropriate against all funds and departments as possible. The motion carried.

The Committee then discussed tentative percentages for the major program areas for presentation to the Committee of the Whole.

It was the consensus of the Committee that Ambrose and Rogerson prepare options based on the average percentages over the past 5 years; on percentage distribution suggested by Commissioner Storrer; and or distributions discussed by Mr. Ambrose. These distributions are to include the fixed cost of fringe benefits at \$1,523,769.

The meeting adjourned at 11:30 p.m.

09-30-80

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MINUTES OF THE WAYS & MEANS COMMITTEE

Meeting of Tuesday, October 21, 1980 at 7:30 p.m.

COMMITTEE MEMBERS ATTENDING: Commissioners Gould; Nichols; Gibbard; Harris and Storrer.

OTHERS ATTENDING: Jane Davis; Richard Werstler, Seward Shepherd and Chuck Kipke, County Road Commission Members and Jerry Ambrose, County Coordinator.

BUSINESS DISCUSSED:

The Committee met with members of the Road Commission and Mr. Kipke to discuss the recent County Board action regarding a proposed grant of land in Madison Township to the County Road Commission for constructing a new facility. No action was taken.

The meeting adjourned at 9:30 p.m.

11-05-80
kf

COUNTY COORDINATORS OFFICE

Gerald W. Ambrose
Administrative Coordinator



Lenawee County Courthouse
Adrian, MI 49221
(517) 263-8831

M E M O R A N D U M

TO: County Commissioners
FROM: Jerry Ambrose, County Coordinator
DATE: October 31, 1980
SUBJECT: Ways & Means/Budget Committee Hearings

Please be advised that the Ways & Means/Budget Committee will be meeting Monday, November 3, 1980 at 9:00 a.m. for budget hearings. The agenda for Monday's meeting is below:

A G E N D A

9:00 a.m.	Judge Kohn
9:30 a.m.	
10:00 a.m.	Sheriff Germond
10:30 a.m.	OEDPC
11:00 a.m.	Harold Willett
11:30 a.m.	Karen Lindquist

Another meeting is scheduled for Wednesday, November 5, 1980 at 1:30 p.m. and Monday, November 10, 1980 at 9:00 a.m. If you wish the schedule of the agenda please contact my office.

10-31-80
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MINUTES OF THE WAYS & MEANS/BUDGET COMMITTEE
Meeting of Friday, October 31, 1980 at 1:00 p.m.

COMMITTEE MEMBERS ATTENDING: Commissioners Gould; Nichols; Storrer; Gibbard; Flippo and Davis.

OTHERS ATTENDING: Commissioner Godfrey; County Coordinator Jerry Ambrose; Mark Wendt of the Medical Care Facility.

BUSINESS DISCUSSED:

Prior to beginning discussion on the 1981 budget Mr. Wendt advised the Committee of the possibility that the Medical Care Facility would have a cash flow problem of approximately \$100,000 during the month of December, should the State of Michigan delay its monthly reimbursement for Medicaid. Mr. Wendt requested that the County consider advising the necessary funds on a short term basis if the resources are available. After discussion, it was agreed that since the decision did not have to be made prior to the 12th of November, Mr. Wendt could meet with the Ways & Means Committee at the regular meeting on the 10th, at which time a specific recommendation for Board action could be considered.

The Committee then began discussion of the 1981 tentative budget and the process which the Committee will be following during the hearings:

It was the consensus of the Committee that Department Heads who wished to appear before the Committee be allowed to do so and that any others that the Committee wanted would be specifically invited; however, the Committee would not necessarily meet with each and every Department Head. During the hearings, the voting members would consist of both the members of the Ways & Means Committee and the Ways & Means/Budget Committee; any other Commissioner who wished to attend the meetings would be able to do so and collect per diem for such meetings.

The Committee was then presented an overview of the tentative 1981 budget, with an analysis of the various reductions that would occur if the budget were adopted as developed.

The Committee identified the following areas as being of particular concern:

1. Maurice Spear Campus (substantial reduction in programs and employees)
2. Prosecutors Office (reduction in non criminal efforts and assistance to the Board)
3. District Court (appropriation currently includes the cost of proposed reorganization)
4. Humane Society (unable to provide services to meet County responsibilities)
5. Ambulance (as provisions for payment of indigent claims)
6. Economic Development (insufficient funds to continue contract with Chamber of Commerce)
7. Region II Planning (insufficient funds to continue County membership)
8. Printing Department Allocation (no funds distributed in Department budgets for printing expenses)

Storrer moved, supported by Flippo that \$1,000 be set up in a separate ambulance budget under the Public Safety area to cover County liability for ambulance cost. The motion carried.

Flippo moved, supported by Gibbard that the \$20,000 for Region II Planning be deleted and that \$5,000 be added to ADC; \$12,000 to Southeastern Tourist; \$5,000 to the Parks. The motion was WITHDRAWN.

WAYS & MEANS/BUDGET COMMITTEE

Meeting of Monday, November 3, 1980

COMMITTEE MEMBERS ATTENDING: Commissioners Nichols; Gibbard and Davis.

OTHERS ATTENDING: Commissioners Brown; Mackey; Roback and Godfrey; County Coordinator Jerry Ambrose; Judge Kohn; Dr. Warwick, Community Mental Health; Sheriff Germond; Paula Shirk, Overall Economic Development Committee; County Treasurer Harold Willett; Karen Lindquist, County Library Director.

BUSINESS DISCUSSED:

The Committee met with representatives of various Departments and Agencies to discuss proposed 1981 budget allocations.

The Committee first met with Judge Kohn, who expressed his concern about the proposed allocations to the Probate Court and Maurice Spear Campus. He indicated that the only place for program reductions in the Probate Court's jurisdiction was at Maurice Spear Campus, and that to operate within the tentative budget as proposed would require the elimination of the Girls Detention and Treatment Programs. He further noted that if the appropriation were increased by approximately \$67,000, the Girls Treatment Program could be continued although the Girls Detention wing could be closed - an alternative which, in his opinion, would be workable. In addition, Judge Kohn indicated that the County might not need to increase its appropriation by the full \$67,000, if there were sufficient cash carry over in the Child Care Fund. (subsequent to this meeting, Judge Kohn advised the Committee that the anticipated cash balance for 1980 would be approximately \$30,000 greater than projected and thus the \$67,000 could be reduced by that amount).

The Committee then met with Dr. Warwick of Community Mental Health who expressed his concern that the proposed State institutions budget might be as much as \$12,000 low; however, he would not recommend increasing an appropriation at this time. He did ask that the \$154,571 tentative allocation to the Mental Health and State institutions be considered as one allocation with two line items: \$76,275 for Mental Health and \$78,296 for State Institutions.

The Committee then met with Sheriff Germond who indicated that in the course of revising his budgets to meet the recommendations discussed with the Public Safety Committee, the total budget figures for the Sheriffs Department and Jail are approximately \$35,000 less than anticipated. He indicated that he would like to see this \$35,000 retained in the Public Safety area and that his priority would be to place approximately \$10,000 in the Sheriffs Department overtime budget and to restore at least one of the two deleted Corrections Officers positions. He noted that at this point in time he did not know the idea of the impact of the proposed funding for the Humane Society but that in his opinion increasing that appropriation would have a low priority in the Public Safety area.

The Committee also met with Paula Shirk representing the Overall Economic Development Committee. Ms. Shirk stated that a minimum of \$20,775 was needed in order to continue the EDC programs and the actual anticipated 1980 expenditure. Ms. Shirk indicated that in the event that increasing the appropriation to OEDP from \$17,000 to \$20,775 would place the County in a financial bind, the Committee would be willing to consider trying to recover some of the costs of operations through the Revenue Bonds Sales, and to repay the County in perhaps in the last quarter of 1981.

The Committee then met with Treasurer Harold Willett who expressed his concern that the proposed budget for the Treasurers Office included the elimination of one position during 1981. He further indicated that the busy time for the Treasurers Office would be from February through April and that the Office could not do with any less help during that time. (He also noted that November 12, 1980 at 1:30 p.m. would be the opening of the short term tax bond bids and asked that a representative of the Ways & Means Committee be in attendance).

The Committee then met with the County Library Director who indicated that the \$100,000 appropriation would require the termination of an outreach position and a reduction in the amount of books to be purchased in 1981. She reviewed the Library Board's proposal that if the County were to give its full 1980 appropriation of \$124,000, to the Library that the position would not have to be terminated in 1981 and that the appropriation of \$100,000 would be sufficient.

The Committee then discussed Judge Kohns' statement that the fund balance for the Child Care Fund would be approximately \$30,000 greater than anticipated and his request for the additional funding.

It was the consensus of the Committee that the County Board is committed at this time to paying for the heating repairs at the Campus through Federal Revenue Sharing Funds and that they would attempt to provide additional funding for the Campus; however, it was conceivable that the Campus may have to consider its own funding sources.

The meeting recessed at 12:00 p.m.

11-06-80

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MINUTES OF THE WAYS & MEANS/BUDGET COMMITTEE

Meeting of Wednesday, November 5, 1980 at 1:30 p.m.

MEMBERS ATTENDING: Commissioners Gould; Storrer; Nichols; Flippo; Harris and Davis.

OTHERS ATTENDING: Commissioners Myers; Kastel; Gibbard and Roback; Harvey Koselka; Jerry Ambrose; Carl Biasi; Munroe Boersema; Max Alcorn; Glen Richards and Esther Noffsinger.

BUSINESS DISCUSSED:

Prosecutor Harvey Koselka expressed his concern regarding the proposed allocation to the Prosecutors Office, and indicated that an additional \$4,000 would be necessary in order to maintain his staff at the current level. He indicated that to keep the budget at the tentative level would require the reduction of his part time assistant positions, creating a lower emphasis on the cooperative reimbursement program, on civil matters and on assistance to the Board of Commissioners.

Carl Biasi, Executive Director of the Region II Planning Commission, expressed his concerns regarding the tentative appropriation for Region II Planning Commission. Mr. Biasi indicated that the proposed \$20,000 allocation would not be sufficient to meet the per capita contribution for membership required by the current by laws, and that accordingly Lenawee could loose its membership in Region II. Current assistance being provided to Lenawee County which would be lost would be the area providing necessary staff for the County Planning Commission and its various projects.

Munroe Boersema, Director of the Department of the Social Services indicated that the proposed allocation for Department of Social Services was very minimal, particularly in terms of past appropriations, and that to stay within it would require much stricter eligibility requirements for clients. He stated that while the proposed amount would be minimally sufficient, there could be a cash flow problem created by some of the cash advances made to clients. As a result of the discussion

Flippo moved, supported by Nichols that the Ways & Means/Budget Committee maintain the tentative appropriation at the \$44,000 level; however, that the County agree that in the event of cash flow problem to advance on a short term basis up to an additional \$17,000 if necessary. The motion carried.

Max Alcorn of the Veterans Affairs Office discussed the proposed staff reduction of Veterans Affairs Office made necessary by the tentative allocation of \$16,508. He indicated that the reduction would result in elimination of the offices secretarial assistance and expressed the concern that no concrete alternative for providing the services had been found.

It was the consensus of the Committee that no further action be taken on this until specific alternatives are developed.

County Surveyor, Glenn Richards met with the Committee to discuss the proposed allocation of \$1,500 for the County Surveyor. He indicated that on the basis of the projects being done and their cost that \$3,000 would be a more realistic appropriation.

Esther Noffsinger met with the Committee to discuss the proposed allocation of \$19,995 to the Department on Aging. While noting that that amount was in excess of amounts previously given to the Department, Ms. Noffsinger indicated that an

additional appropriation of \$990 would allow the continuation of the outreach grant program and staff and would eliminate the need for the County to pay in excess of \$3500 in unemployment costs which would be incurred if the grant were discontinued. The amount of \$990 would be increased to \$3,560 if the County Board increased salary schedules on January 1, 1980.

The Committee recessed at 4:30 p.m.

11-06-80

kf

WAYS & MEANS/BUDGET COMMITTEE
Meeting of Monday, November 10, 1980

MEMBERS ATTENDING: Commissioners Nichols; Gibbard and Davis.

OTHERS ATTENDING: Commissioners Godfrey; Spalding; Ambrose; Jager; Lynn Arnold; Norm Bless and several Cooperative Extension personnel; Commissioner Storrer.

BUSINESS DISCUSSED:

Clerk Pat Johnston met with the Committee to discuss the tentative allocations for the Clerks Office, Elections, and Jury Board. She indicated that the most pressing need for the Clerks budget was the addition of approximately \$2,000 for overtime which would be needed to fulfill all of the tasks her office needs done, including computerization of the Finance system. The Jury Board budget is okay as proposed although there are numerous questions about the new jury selection process which need to be answered. Finally, the elections budget is minimum and will suffice only if there are no unanticipated special elections.

Equalization Director Dave Jager met with the Committee to discuss the tentative budget for Equalization, and the mapping program in particular. He presented a resolution from the Taxation Committee which asked for the use of \$14,500 of Federal Revenue Sharing Funds to continue the mapping project during 1981.

Nichols moved, supported by Gibbard that the Equalization Director develop a total budget for the completion of the program (which will extend into 1982) and that this budget be recommended by Ways & Means Committee as a use of Federal Revenue Sharing Funds. The motion carried.

Lenawee Humane Society Director Lynn Arnold reviewed her discussions with the Public Safety Committee regarding the tentative appropriation to the Humane Society and the possibility of Humane Society conducting a CETA funded dog census with the assistance of the Sheriff.

Gibbard moved, supported by Davis that the Ways & Means Committee support the Public Safety actions to have the Sheriff work with the Humane Society for the purpose of obtaining a grant for the dog census. The motion carried.

Cooperative Extension Director Norm Bless, members of the Extension staff and several Extension volunteers met with the Committee to discuss their concerns about the proposed allocation of \$85,000 to the Extension Department. It was indicated that with an \$85,000 allocation, three positions could be eliminated, with \$100,000 one position would be eliminated; and with \$112,000 there would be no staff reductions.

AFTERNOON SESSION:

The Committee discussed regular Ways & Means business as well as budget matters.

Commissioner Flippo discussed with the Committee the salary of the County Coordinator for 1981, and particularly whether or not the Coordinator should be on the County wage schedule as other County employees. It was the consensus of those present that this would be appropriate.

Gibbard moved, supported by Nichols that the Personnel Committee be asked to develop a recommendation regarding placing the Coordinators position on the salary schedule. The motion carried.

Gibbard moved, supported by Nichols that an additional \$1,200 be added to the Coordinators budget for 1981 to offset the cost of any salary increase made as a result of future action on the salary. The motion carried.

Commissioner Gould discussed the need for the Parks Commission to have sufficient dollars to pay for its project, even though 50% of the cost would be reimbursed by the State.

Storrer moved, supported by Gibbard to recommend transfer of not to exceed \$11,000 from the Contingency Fund to the Parks Commission with the understanding that the 50% reimbursement by the Department of Natural Resources will be reimbursed through the General Fund. The motion carried.

Commissioner Gould then discussed the status of Federal Revenue Sharing and asked for input as to whether the County should take any action.

Davis moved, supported by Storrer that the County send a telegram to Senators Levins and Riegal and to Representative Stockman urging a yes vote on the Federal Revenue Sharing bill as sent to the House. The motion carried.

Chairman Davis then discussed the status of CETA consortium Chairman Russ Roback and his pending trip to the CETA Conference in Houston Texas. It was the con

It was the consensus of the Committee that since Commissioner Roback has not spent his \$400 allotted for travel in 1980, then it would be appropriate for him to do so for this trip.

The Committee then discussed recommendation as to the tentative 1981 budget as proposed.

Flippo moved, supported by Chairman Davis that the contingency balance be reduced to \$150,000 and the remaining funds be distributed among the various budgets. The motion carried.

Commissioner Davis moved, supported by Flippo that \$2,000 for overtime be added in the Clerks budget. The motion carried.

Flippo moved, supported by Nichols that the \$10,000 budgeted for Capital Outlay for improvements in the Airport budget be deleted and requested from the Federal Revenue Sharing Funds, and that the \$10,000 be distributed among the Physical Resources budget in the following matter: \$5,000 to Economic Development; \$2,265 for Region II Planning; \$800 to Southeastern Tourist Association; \$235 to the River Raisin Watershed; \$850 to the Airport Commission; and \$850 to the Parks Commission. The motion carried.

Flippo moved, supported by Storrer that the Revenue projection of \$8,412,750 be increased by \$26,874 to a new total of \$8,439,624, due to an increase in reimbursements for Juvenile Probation salaries and for custodial services at Human Services Building.

Nichols moved, supported by Flippo that an additional \$15,000 be added to the Extension budget. The motion carried.

Flippo moved, supported by Gibbard that an additional \$1,500 be added to the Surveyors budget. The motion carried.

Flippo moved, supported by Davis that an additional \$4,000 be added to the Prosecuting Attorneys budget to maintain his staff at the current levels. The motion carried with Storrer voting no.

Nichols moved, supported by Flippo that an additional \$5,000 be allocated to the Veterans budget for part time secretarial assistance and that an additional \$1,000 be allocated to the Department on Agings budget. The motion carried.

Nichols moved, supported by Gibbard that the remainder of the unallocated funds (\$54,229) be used for the increased cost of health insurance. The motion carried.

The County Coordinator then presented the proposed organization of the County Coordinators Office. Considerable discussion followed.

Nichols moved, supported by Gibbard that the 1981 tentative budget as amended by the various Ways & Means/Budget Committee actions of this meeting be proposed to the Committee of the Whole, which is meeting November 12, 1980. The motion carried.

The meeting adjourned at 4:30 p.m.

11-18-80
kf

MINUTES OF THE WAYS & MEANS COMMITTEE

Meeting of Monday, December 9, 1980

COMMITTEE MEMBERS ATTENDING: Commissioners Gould; Nichols; Gibbard and Storrer.

OTHERS ATTENDING: Commissioners Davis; Gonzalez; Godfrey and Brown, Mark Wendt, Medical Care Facility and Jerry Ambrose, County Coordinator.

BUSINESS DISCUSSED:

Mr. Wendt met with the Committee to request County Board approval for the transfer of \$5,000 within Medical Care Operations Fund (#291) to Account #247, which is reserved for depreciation of fixed assets. The accounts and procedures were authorized June 25, 1980, by the Lenawee County Board of Commissioners; the request here is to implement those procedures by an actual transfer of funds. The transfer will not have the fiscal situation of the facility, but represents a token transfer which will establish a positive intent by the governing board and the County to make use of the accounts.

Nichols moved, supported by Gibbard that Ways & Means that the Committee recommend approval of the transfer. The motion carried.

The Committee reviewed the bills for the month of December.

Nichols moved, supported by Gibbard that the bills be paid. The motion carried.

Harris moved, supported by Gibbard that year end 1980 bills be authorized to be paid upon approval of the Department Head, County Clerk and the County Coordinator in the absence of the Chairman of the Board or Ways & Means Committee. The motion carried.

The Committee then discussed the matter of the Crockett Road bridge and the Countys efforts in preserving the bridge to assist the Blissfield Historical Society.

Storrer moved, supported by Gibbard that the County relinquish its efforts to secure historical status for the Crockett Road bridge with the understanding that the Blissfield Historical Society will continue to negotiate directly with the Road Commission. The motion carried.

The Committee reviewed a proposal by the Countys insurance carrier for combining the various blanket bonds on County Officials into one bond. The combination is now allowable under State law and is being proposed now since the Countys separate blanket bonds expire on December 1, 1980.

Storrer moved, supported by Gibbard that the County authorize the purchase of the one blanket bond in lieu of separate ones at a four year premium rate of \$4,378, with the limits per position set at the current level. The motion carried.

The Committee was then presented with a proposed statement of assurances regarding the use of Federal Revenue Sharing Funds.

Nichols moved, supported by Harris that the Chairman be authorized to sign the statement of assurances. The motion carried.

It was the consensus of the Committee that consideration of the use of residual and anticipated Federal Revenue Sharing Funds be scheduled for January and February and that the appropriate hearing should be so scheduled.

The Committee then reviewed the current status of the 1980 budget. Based on information available as of the end of November, it would appear that the expenditures in total are within the total budget adopted by the Board of Commissioners and that the revenues are slightly in excess of the total; however, various transfers are reduced to keep several individual budgets from being over expended by years end.

Nichols moved, supported by Harris to increase the 1980 budget revenues from \$8,362,303 to \$8,487,303 by adding \$75,000 in anticipated revenue from investments (101-253-665) and \$50,000 from District Court costs (101-136-603). (The total budget for investments will then be \$350,000 and District Court costs will be \$300,000). The motion carried.

Harris moved, supported by Gibbard that the increased revenues be added to the Operating Reserve Account (101-943-700) for a new amended total of \$364,395. The motion carried.

Harris moved, supported by Gibbard that the following transfers be authorized from the Operating Reserve and the General Contingency Accounts:

\$337,000 from the Operating Reserve to the following accounts:

<u>DEPARTMENT</u>	<u>ACCT.# & DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>TRANSFER</u>	<u>NEW TOTAL</u>
Circuit Court	101-131-803 (Transcripts)		\$ 1,500	\$
	101-131-804 (Jury Fees)		12,000	
	101-131-805 (Witness Fees)		1,000	
	101-131-807 (Attorney Fees)		12,500	
		\$ 194,731	\$27,000	\$ 221,731
Conveying Patients	101-674-701	6,000	2,000	
		\$ 6,000	\$ 2,000	\$ 8,000
District Court	101-136-803 (Transcripts)		\$ 3,000	
	101-136-804 (Jury Fees)		3,000	
	101-136-807 (Attorney Fees)		11,000	
		\$ 395,743	\$17,000	\$ 412,743
Switchboard	101-219-850 (Telephone)		\$10,000	
		\$ 89,386	\$10,000	\$ 99,386
Sheriff Department	101-301-704 (Salaries)		\$22,000	
		\$1,122,814	\$22,000	\$1,144,814
State Institutions	101-650-700		\$57,000	
		\$ 107,228	\$57,000	\$ 164,228
Printing	101-901-727		\$26,000	
		\$ 131,371	\$26,000	\$ 157,371
Health Insurance	101-951-716		\$55,000	
		\$ 295,000	\$55,000	\$ 350,000
Life, AD & D, S & A	101-952-717 (Premiums)		\$19,000	
	101-952-722 (Disability)		18,000	
		\$ 60,000	\$36,000	\$ 96,000

<u>DEPARTMENT</u>	<u>ACCT. # & DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>TRANSFER</u>	<u>NEW TOTAL</u>
Dental Insurance	101-924-724	\$ 55,000	\$ 2,000	\$ 57,000
Insurance	101-954-910 (Bonds)	\$ 118,500	\$ 12,500	\$ 131,000
Social Security	101-957-715	\$ 175,000	\$ 36,000	\$ 211,000
Unemployment	101-960-720	\$ 25,000	\$ 6,500	\$ 31,500
Workers Compensation	101-961-721	\$ 140,000	\$ 24,000	\$ 164,000
Elections	101-191-729	\$ 58,600	\$ 4,000	\$ 62,600

\$26,000 from the General Contingency to the following accounts:

<u>DEPARTMENT</u>	<u>ACCT. # & DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>TRANSFER</u>	<u>NEW TOTAL</u>
Jail	101-351-704 (Salary)		\$ 10,000	
	101-351-813 (Prisoner Board)		11,000	
	101-351-920 (Utilities)		5,000	
		\$ 531,013	\$ 26,000	\$ 557,013

During discussion, comments were made as to the responsibility of the various Departments for operating within their budgeted amounts and for notifying the Board of possible overexpenditures. It was noted that County Departments should not assume that the County Board will be able to or has the responsibility to automatically fund budgets that are overexpended. The motion carried.

Gibbard moved, supported by Nichols to establish a Central Stores Revolving Fund (#633) and to advance \$25,000 from the Operating Reserve and to transfer the approximately \$20,000 erroneously placed in the County T & A Account for insurance reimbursements to the fund. The motion carried.

With these transfers, the balance of the Operating Reserve for 1980 will be \$2,395 and the balance of the General Contingency Account will be \$517.

The Committee then discussed the 1981 tentative budget and the comments received at the Public Hearing. The Committee reviewed a request from the Juvenile Court that a currently vacated Clerk Typist position not be filled in order that the position of a Juvenile Probation Officer scheduled to be terminated can be continued until approximately August of 1981.

It was the consensus of the Committee that this would be appropriate as it could possibly save the County the cost of unemployment.

The Committee discussed a request to have the unemployment costs and increases in

fringe benefits premiums in certain non general fund departments paid by the General Fund. The concern was voiced that while the County Board has absorbed these costs for general fund departments, it has not done so in the same matter in for non general fund departments, such as the Health Department, Mental Health and Aging and others.

Nichols moved, supported by Davis that the County consider using a portion of its 1981 Federal Revenue Sharing Funds as a one time expenditure to absorb unanticipated unemployment costs and associated fringe benefits increases for non-general fund departments. The motion carried.

The Committee then discussed specific concerns which had been raised at the public hearings and whether any further amendments to the budget should be made.

Nichols moved, supported by Gibbard that the Ways & Means Committee recommend approval of the 1981 tentative budget as presented to the Board at the public hearing and that the Ambulance subsidy be considered for funding through Federal Revenue Sharing. The motion carried.

The meeting adjourned at 5:45 p.m.

12-10-80
kf