

MINUTES
PERSONNEL/WAYS AND MEANS COMMITTEE
TUESDAY, JULY 11, 1995 - 10:05 A.M.
COMMISSIONER'S COMMITTEE ROOM

Present: Commissioners Gould, Eisenmann, Neill, Mason, Tuckerman, Gardner, Hall, Flippo and Lockwood

Also Present: Sheriff Germond, Glenn Law, Mike Clement, Gene John, Caroline Depp, Tom MacNaughton, Lou Ann Bluntschly, Harold Baily, Dennis Pelham, Don Mitchell and Bill Bacon

I. Approval of Minutes

Motion by Neill, supported by Eisenmann to approve the minutes of the June 13, 1995 meeting. Motion carried.

PERSONNEL BUSINESS

I. Request to Lift Hiring Freeze: Department on Aging (DOA) - Foster Grandparent Director and Program Developer

Tom MacNaughton reviewed the need to replace two (2) positions at the DOA due to recent resignations. The Foster Grandparent Director position is anticipated to be filled by the Foster Grandparent Supervisor. The vacancy for the Foster Grandparent Supervisor may be filled by a Center Director. The Program Developer position at 30 hours/week also needs to be filled.

Motion by Neill, supported by Flippo to recommend that the hiring freeze be lifted for the replacement of the Foster Grandparent Director and Program Developer positions at the DOA with the hiring freeze also lifted for the possible promotions of the Foster Grandparent Supervisor and Center Director. Motion carried.

II. Request to Lift Hiring Freeze: Sheriff's Department and Jail

Commissioner Neill explained that due to a recent promotion and resignation the hiring freeze needed to be lifted for the replacement of a Clerk Typist at the Jail and a Deputy in the Sheriff's Department.

Motion by Neill, supported by Eisenmann to recommend that the hiring freeze be lifted for the replacement of a Clerk Typist at the Jail and a Deputy in the Sheriff's Department. Motion carried.

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III. Request for Change in Employment Status: Drain Commission

Don Mitchell reviewed his recommendation that David Knowles be changed from a Crew Leader position (1100-3.0) to Equipment Operator (1120-1.0) effective July 1, 1995. He explained that Mr. Knowles is currently performing all the duties of the Equipment Operator.

Motion by Neill, supported by Gardner to recommend that David Knowles's position be changed from Crew Leader (1100-3.0) to Equipment Operator (1120-1.0) effective July 1, 1995 contingent upon receipt of a signed contract from the Steelworker's Union-Drain Unit covering the bargaining unit. Yea (7): Neill, Eisenmann, Tuckerman, Flippo, Gardner, Hall and Gould. Nay (2): Mason and Lockwood. Motion carried.

IV. Review Pending Litigation

Bill Bacon reported that the County had been dismissed as a defendant in the Allen v. Lenawee County case. Litigation continues against named individuals in the lawsuit.

V. Approve P.O.L.C.-Command Union Contract

Bill Bacon reported that a written draft contract had been received concerning the recent settlement of the P.O.L.C.-Command Unit contract.

Motion by Neill, supported by Lockwood to recommend that the P.O.L.C.-Command Unit contract be approved as drafted. Motion carried.

VI. Other Business

The monthly employment changes listing was distributed and reviewed.

WAYS AND MEANS BUSINESS

I. Recommendation of Site Selection Committee

Commissioner Neill reviewed the recommendation of the Site Selection Committee for the location on north M-52.

Motion by Neill, supported by Lockwood to recommend that the Board of Commissioners select the north M-52 site for the construction of a new jail facility. Yea (5): Lockwood, Hall, Eisenmann, Neill and Gould. Nay (4): Mason, Gardner,

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Flippo and Tuckerman. Motion failed due to lack of a two-thirds (2/3) majority.

Motion by Lockwood, supported by Gould to recommend that the Chairman of the Board appoint a new Site Selection Committee for a new jail facility. Motion carried.

II. Finance Reports

Finance reports for the month of June, 1995 were reviewed. Revenue receipted in totaled \$10.9 million or 78.5% of budgeted revenue. Expenditures total \$6.3 million or 45.4% of budgeted expenditures. Departments exceeding this amount were highlighted. The fund status report with deficits noted was also reviewed. The contingency account and delinquent tax reports as of June 30, 1995 were reviewed. The unobligated cash and investments amount in the delinquent tax fund is \$2,965,575.12.

Harold Baily distributed the Treasurer's report as of June, 1995. The report covered various investments, interest rates, delinquent tax funds, borrowing costs, dog license sales and status reports on tax balances. Mr. Baily reported that \$500,000 had been borrowed from the general fund to cover the payout to local units of government on delinquent taxes but the loan had been repaid. Mr. Baily distributed information on the investments of the Class POOL and additional information covering the dog census and delinquent tax collection data. He reported that the bonds for the construction of the Wamplers Lake sewer system had recently been sold at an effective interest rate of 5.437%.

III. Reconsider Selection of New Jail Site

Motion by Mason, supported by Eisenmann to reconsider the vote on the selection of a new jail building site. Yea (8): Hall, Tuckerman, Gardner, Eisenmann, Gould, Lockwood, Neill and Mason. Nay (1): Flippo. Motion carried.

The vote on the original motion to recommend that the County select the north M-52 location as a site for a new jail facility was by roll call vote. Yea (6): Lockwood, Hall, Mason, Eisenmann, Neill and Gould. Nay (3): Gardner, Flippo and Tuckerman. Motion carried by two-thirds (2/3) majority.

IV. Review County Properties/Liability Insurance Coverage

A report was distributed reviewing the County's insurance policies for property and liability coverage for July 1, 1995 through June 30, 1996.

Motion by Neill, supported by Eisenmann to recommend that the County's insurance

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policies for property and liability insurance coverage for the period of July 1, 1995 through June 30, 1996 be approved as presented. Motion carried.

V. *Report on Follow Up to Auditor's Comments and Recommendations Letter*

A report concerning the follow up to the auditor's comments and recommendations letter was distributed and reviewed.

Motion by Lockwood, supported by Flippo to request that the State of Michigan conduct a comprehensive audit of the Friend of the Court (FOC) trust funds or, as an alternative, submit sufficient funds to the County to conduct such an audit. Motion carried.

The committee requested that Probate Judge Charles Jameson and Probate Court Director David Stanifer be invited to attend next month's meeting to review the financial situation for the Child Care-Maurice Spear Campus (MSC) fund and possible remedies to deal with large cash deficits and accounts receivable from parents.

VI. *Recess*

The meeting was recessed at 11:40 A.M. to be reconvened at 1:30 P.M.

Afternoon Session

The meeting was reconvened at 1:30 P.M.

Present: Commissioners Gould, Flippo, Tuckerman, Mason, Gardner, Eisenmann, Hall and Lockwood

Also Present: Mike Clement, Don Mitchell, Harold Baily, Karen Lindquist, Keith Dersham, Gaylord Herriman, Sheriff Germond and Bill Bacon

WAYS AND MEANS BUSINESS

I. *Review Petition for County Farm Tile Drain*

Keith Dersham, City of Adrian Engineer, reviewed the history of the County farm tile drainage district. The City of Adrian is recommending that a drain improvement project be approved covering an increased service area and over flow drain down West Beecher St. to the Raisin River. He stated that there is an 80/20 match for state transportation funds to assist in reconstructing Beecher Street. Mr. Dersham

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requested that the County of Lenawee join with the City of Adrian in signing the petition to be brought before a Board of Determination approving a drain improvement project for the County farm tile district.

Motion by Lockwood, supported by Flippo to recommend approval of the resolution authorizing the Chairman of the Board and County Clerk to sign the petition requesting improvements in the County farm tile drainage district. Motion carried.

II. *Request from County Library for Advance of Fourth Quarterly Allotment of Appropriation*

Karen Lindquist explained that the recent grant approved for the County Library to automate library records was on a reimbursable basis. For cash flow purposes, Ms. Lindquist requested that the fourth quarterly allotment of appropriation to the County Library in the amount of \$57,500 be released early to cover costs for the new computer system. She anticipates receiving full reimbursement by year end.

Motion by Lockwood, supported by Tuckerman to recommend that the fourth quarterly allotment of appropriation to the County Library in the amount of \$57,500 be advanced to cover reimbursable costs of the County Library computer grant. Motion carried.

III. *Recommendation from Committee to Review Financing Options for Lenawee Medical Care Facility (MCF)*

Commissioner Gould explained the recommendation of the Committee to Review Financing Options for the Lenawee MCF to retain the services of real estate broker Marcus and Millichap to conduct a marketing appraisal analysis of the MCF. The study would be performed at no cost to the County but would obligate the County to consider Marcus and Millichap in the future should the MCF be put up for sale.

Motion by Flippo, supported by Gardner to recommend that Marcus and Millichap be retained to conduct a marketing appraisal study of the MCF with the understanding that the services of their firm be considered in the future should the MCF be put up for sale. Motion carried.

There was discussion regarding the recommendation of the Committee to Review Financing Options for the Lenawee MCF to place a millage proposal on the ballot.

Motion by Flippo, supported by Tuckerman to recommend that a millage proposal be placed on the ballot for November 7, 1995 seeking 2/10's (.2) of a mill for a five year period to cover the County's cost for maintenance of effort (MOE) payments

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for the MCF. Motion carried. Commissioner Mason voting no.

IV. Review MCF Transfer of Funds from Account #245 to Account #291

Information was distributed regarding specific building improvements at the MCF. There was considerable discussion regarding the procedures to transfer funds from account #245 to account #291 to cover purchased equipment items and completed building improvements.

Motion by Lockwood, supported by Gardner to recommend that \$24,031.25 be transferred from account #245 to account #291 for the MCF covering the period of January through December, 1994 and that \$27,702.32 be transferred covering the period January through April, 1995. Motion carried.

V. Other Business

Don Mitchell explained that there currently is a deficit of \$8,028.92 in the County farm tile drainage district. This deficit is due to previous studies and surveys of the district that were not implemented.

Motion by Flippo, supported by Tuckerman to write off the deficit in the County farm tile drain district and cover the deficit in the amount of \$8,028.92 through an appropriation of unencumbered funds in the building and site fund. Motion carried. Commissioner Eisenmann voting no.

VI. Adjournment

There being no further business the meeting was adjourned at 3:05 P.M.

WRB/tjm