

June 11, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

A meeting of your Finance Committee was duly called and held on June 11, 1980 and copies of the minutes of that meeting have been furnished to all members of the Board of Commissioners and a copy of the minutes is attached hereto and made a part of this report.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

June 11, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

At its June 11, 1980 meeting the Finance Committee reviewed Marquette County's financial condition projection report for the period ending May 31, 1980 and submits the following comments on it for the County Board's review.

1. Table III - Revenues Projected to be Over Amended Budget:

Interest Earned:

This is the first time this item has appeared in the 1980 financial condition projection reports. The item has already exceeded the 1980 amended budget amount by \$8,000 and it is projected that \$160,000 will be received by the end of the year, which is a total of \$40,000 more than the amended budget figure.

2. Table IV - Revenues Projected to be Under Amended Budget:

Building Permits:

This item is also appearing on the report for the first time. It appears that \$20,000 less will be received through this revenue source than had been anticipated.

State Shared Revenues:

A sum of \$35,000 anticipated from the State will not be received.

3. Table V - Expenditures Projected Over Amended Budget:

Child Care Appropriation:

The Finance Committee met with Judge Anderegg on this budget, which is projected to be over the amended budget amount by \$150,000. The Judge mentioned possible solutions and the committee is still discussing this item with him.

4. Table VII - Projected Expenditure Increases:

Service Center - Start Up & Operating:

The range indicated in the report is between \$26,000 and \$39,000. The Finance Committee is submitting a budget amendment resolution to the Board which will affect the Contingency Account by \$28,400.

5. Table VIII - December 31, 1980 projected balance as of May 31, 1980:

Contingency Account:

This account is projected to be \$112,000 at the end of the year as of May 31, 1980.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

Finance Committee Recommendation
June 11, 1980
Page 2

GENERAL FUND - FINANCIAL CONDITION PROJECTION

Table I
1980 Adopted Budget

<u>Appropriations and Expenditures</u>		<u>Revenues and Transfers</u>	
General Fund	\$3,782,543	County Tax	\$3,478,769
Fringe Benefits	735,562	Specific Tax	1,006,374
"Out" Departments	1,710,842	Fees & Other Revenues	1,975,181
Contingency	231,377		
	<u>\$6,460,324</u>		<u>\$6,460,324</u>

Table II
1980 Budget - As Amended to Date

<u>Appropriations and Expenditures</u>		<u>Revenues and Transfers</u>	
General Fund	\$3,948,459	County Tax	\$3,478,769
Fringe Benefits	720,062	Specific Tax	1,006,374
"Out" Departments	1,749,806	Fees & Other Revenue	2,124,512
Contingency	191,328		
	<u>\$6,609,655</u>		<u>\$6,609,655</u>

Table III
Revenues Projected to be Over Amended Budget

<u>Item</u>	<u>Amended Budget</u>	<u>Actual to Date</u>	<u>Year End Projection</u>	<u>Amount Over</u>
Delinquent Real Taxes	\$ 45,000	\$ 24,222	\$ 50,000	\$ 5,000
Delinquent Personal Taxes	20,000	11,830	22,000	2,000
Interest on Taxes	8,000	5,346	10,000	2,000
Marriage Licenses	3,600	3,365	8,600	5,000
ADC Incentive	65,000	35,254	75,000	10,000
Federal Employment Program	-0-	8,291	8,300	8,300
Circuit Court Costs	10,000	6,730	14,000	4,000
District Court Costs	165,000	71,179	170,000	5,000
District Court Supervision fees	37,000	22,118	45,000	8,000
District Court Civil Fees	19,000	9,631	21,000	2,000
Sheriff Services	1,100	1,323	2,100	1,000
Prisoners Board	8,500	10,890	18,500	10,000
Clerks Services	20,000	8,885	21,000	1,000
Ordinance Fines & Costs	16,000	9,992	21,000	5,000
Interest earned	120,000	128,189	160,000	40,000
Rental Income	117,700	55,296	137,000	20,000
Insurance Premium Reimburse.	-0-	11,088	11,100	11,100
State gas tax refunds	2,000	1,061	5,000	3,000
Vending Commissions	-0-	697	1,000	1,000
				<u>\$143,400</u>

Table IV
 Revenues Projected to be Under Amended Budget

<u>Item</u>	<u>Amended Budget</u>	<u>Actual to Date</u>	<u>Year End Projection</u>	<u>Amount Under</u>
Swamp Tax	\$128,000	\$119,810	\$119,800	\$ 8,200
Tax Collection Fees	20,000	7,491	17,000	3,000
Building Permits	120,000	19,789	100,000	20,000
Jail Grant	62,500	-0-	45,000	17,500
Circuit Court Services	13,000	5,190	12,000	1,000
District Court Attorney Fees	2,500	681	1,500	1,000
Register of Deeds Services	51,750	13,584	41,750	10,000
Real Estate Transfer Tax	53,750	9,975	38,750	15,000
Friend of the Court Services	16,000	5,510	14,000	2,000
Probate Court Services	9,500	2,857	8,000	1,500
Treasurer Services	3,750	887	2,750	1,000
Bond Forfeits	5,000	1,707	4,000	1,000
General Refunds	3,500	-0-	1,500	2,000
State Shared Revenues	545,000	213,389	510,000	35,000
				<u>\$118,200</u>

Table V
 Expenditures Projected Over Amended Budget

<u>Item</u>	<u>Amended Budget</u>	<u>Actual to Date</u>	<u>Year End Projection</u>	<u>Amount Over</u>
Jury Commission	\$ 5,015	\$ 2,453	\$ 5,815	\$ 800
Probate Court	147,486	59,453	148,086	600
Child Care Appropriation	241,222	241,222	391,222	150,000
Soldiers & Sailors Relief App.	2,900	2,900	6,900	4,000
Internal Services	184,325	105,250	185,525	1,200
Treasurer	93,127	38,484	94,527	1,400
Sheriff - Administration	62,218	27,866	62,918	700
Sheriff - Rehabilitation Grant	-0-	24,256	45,000	45,000
Central Dispatch	73,910	34,363	82,910	9,000
Emergency Service Rescue Unit	11,035	6,046	12,535	1,500
				<u>\$214,200</u>

Table VI
 Expenditures Projected Under Amended Budget

<u>Item</u>	<u>Amended Budget</u>	<u>Actual to Date</u>	<u>Year End Projection</u>	<u>Amount Under</u>
Circuit Court	\$243,460	\$ 85,529	\$223,460	\$ 20,000
Juvenile Division	125,820	49,900	124,820	1,000
Plat Board	5,405	1,445	4,405	1,000
Controller	64,240	26,507	63,740	500
Personnel	26,473	9,688	25,673	800
Buildings & Grounds	324,443	130,031	321,443	3,000
Sheriff Public Safety	257,343	100,291	252,343	5,000
Sheriff - Rehabilitation	385,921	156,594	382,921	3,000
Planning Commission	105,709	38,181	103,709	2,000
Building Code	116,415	47,757	114,915	1,500
Mineral Resources Commission	5,000	280	3,500	1,500
Fringe Benefits	720,062	265,179	715,062	5,000
				<u>\$ 44,300</u>

Table VII
 Projected Expenditure Increases

Service Center - Start up & operating	\$26,000-39,000
Service Center - Construction Overrun	5,000
Tom Shaw Litigation	20,000
Applebaum Litigation	25,000
	<u>\$89,000</u>

Table VIII
 December 31, 1980 projected balance as of May 31, 1980

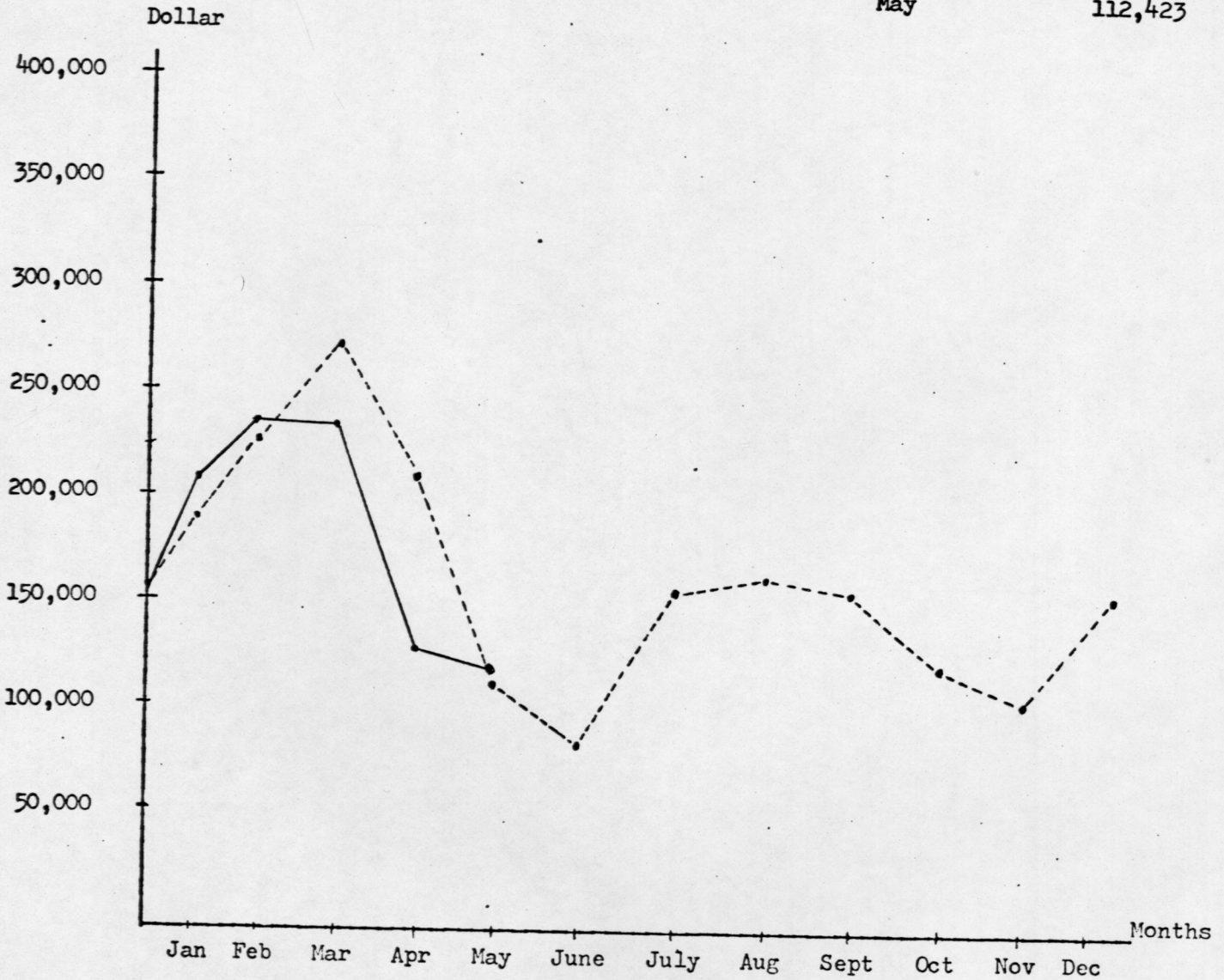
<u>Projected Appropriations & Expenditures</u>	<u>Budget at 5-31-80</u>	<u>Projected Expense 12-31-80</u>	<u>Projected Revenues & Transfers</u>	<u>Budget at 5-31-80</u>	<u>Projected Receipts 12-31-80</u>
General Fund	\$3,948,459	\$4,058,359	County Tax	\$3,478,769	\$3,478,769
Fringe Benefits	720,062	715,062	Specific Tax	1,006,374	1,006,374
"Out" Departments	1,749,806	1,903,806	Fees & Other Revenue	2,124,512	2,149,712
Contingency	191,328	112,423	Fund Balance		154,790
	<u>\$6,609,655</u>	<u>\$6,789,650</u>		<u>\$6,609,655</u>	<u>\$6,789,650</u>

Projected Contingency Balance of \$112,423 will be ending fund balance assuming all transactions occur as projected.

GENERAL FUND

Fund Balance Projection for December 31, 1980
By Month (1) (2)

January	\$213,172
February	234,498
March	233,318
April	130,556
May	112,423



Source: Accounting Department
County of Marquette 1980

- (1) Projections based on data as of close of business each month.
- (2) 1979 projections shown by broken line.

June 11, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

The implementation of program budgeting in the county was discussed by your Finance Committee at its June 11, 1980 meeting. The Controller proposed to the committee that the replacement for the Confidential Administrative Secretary in the Government Support Division, who is taking a leave of absence and extended sick leave, be assigned one-half time to do the documentation of the county's current program structure, and that a clerical pool position be assigned to the Governmental Support Division temporarily to compensate for the lost clerical support in the Division.

Your Finance Committee concurred with the Controller's proposal and recommends to the County Board that they approve the aforementioned proposal regarding the implementation of program budgeting in Marquette County.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

June 11, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

Your Finance Committee recently reviewed a draft policy prepared by the Controller on Non-General Fund Departments' fund balances. Attached is a copy of that draft policy for your review.

It is the recommendation of your Finance Committee that the County Board forward a copy of the policy to all Non-General Fund Departments with a cover letter requesting that they review the policy and send their comments on it to the Controller and Finance Committee prior to July 2, 1980. The cover letter should also state the Chief Civil Counsel is investigating whether or not the policy would pertain to the County Road Commission.

It is further recommended that the County Board instruct all Non-General Fund Departments that they immediately hold in abeyance all expenditures which are predicated upon either their fund balance as of December 31, 1979 or their projected fund balance as of December 31, 1980 until the County Board makes a decision with respect to the policy.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

FUND BALANCE POLICY FOR NON-GENERAL FUND DEPARTMENTS

In establishing a policy governing the Fund Balances for Non-General Fund Departments, the Marquette County Board of Commissioners recognizes the following:

1. The County Board of Commissioners has a responsibility to exercise prudent policy control over the public funds placed in its care.
2. Non-General Fund Departments frequently have revenue sources in addition to County General Fund appropriations, General Fund appropriations are made only because these other revenue sources are inadequate and must be supplemented.

In recognition of the fact that the County General Fund is supplementary in nature, the County Board deems it proper that revenues from all other sources be used prior to expenditure of the County appropriation. Absent mitigating circumstances, all unobligated funds remaining at year end are by definition dollars remaining from the County General Fund appropriation.

Consistent with the above-recognized conditions, henceforth, all Non-General Fund Department Fund Balances at year end are to be considered the initial allotment under the budgetary appropriation for the new fiscal year. The Fund Balance determination will be based on the most appropriate basis of accounting (cash - for those departments on a cash basis, modified accrual - for those departments on modified accrual basis). If a department contends that part of the department fund balance is either obligated or otherwise restricted from being considered as an initial allotment of County funds under the new appropriation, it will be incumbent upon that department to demonstrate the obligation or restriction to the satisfaction of the Finance Committee of the County Board.

To discourage year end spending based on a projected positive fund balance, Non-General Fund Departments are not authorized to make expenditures for capital outlay or to initiate new staff positions without the specific approval of the Marquette County Board of Commissioners after October 1 of each fiscal year.

As a separate municipal corporation, the Marquette County Board of Road Commissioners is not subject to the terms of this policy.

June 11, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

During its meeting of June 11, 1980, various budget amendments to county departments' 1980 budgets were considered by your Finance Committee. It is the recommendation of your committee that the County Board approve the following budget amendments:

a. Family Assessment Services

Attached is a budget amendment resolution to increase the Community Mental Health appropriation by \$1,833.00 and decrease the Social Services Child Care appropriation by \$1,833.00 to allow Mental Health to use the funds as a "match" for obtaining psychological services. This possibility had been discussed between the Finance Committee and the two Non-General Fund Departments during the 1980 budget process and an agreement to do so has recently been reached.

b. Service Center - Start Up Costs

Budget amendment reflecting the various costs and revenues associated with the start up of the Service Center. The amendment has a \$28,400.00 affect on the Contingency Account. The attached budget amendment resolution itemizes the various costs and projected rental income.

c. Controller - Salary Permanent

The Confidential Administrative Secretary in the Governmental Support Division will soon be taking a leave of absence. Prior to the commencement of the leave the employee intends to exhaust her accumulated sick leave, which means the employee will continue on the county payroll for approximately three months during the sick leave. In order to allow for the hiring of a replacement in the secretarial position during the time the current employee is on sick leave it is necessary to amend the Controller's budget by \$3,550. Attached is a budget amendment resolution transferring \$3,550 from the Contingency Account to the Controller - Salary Permanent line item.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

RESOLUTION AMENDING GENERAL FUND BUDGET

Fiscal Year 1980 - Amendment # 29

WHEREAS, a budget was adopted by the County Board to govern the expenditure of anticipated general fund receipts within the County on October 9, 1979 or the next fiscal year of the county; and,

WHEREAS, as a result of unanticipated changes in revenues and/or needed expenditures, it is necessary to modify the aforesaid budget; and,

WHEREAS, such modification will still maintain a balanced budget between revenues and expenditures.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the aforesaid budget be hereby modified as follows:

<u>Expense Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
Community Mental Health App.	\$93,875.00	\$95,708.00	+ \$1,833.00
Soc. Ser. Child Care App.	\$28,000.00	\$26,167.00	- \$1,833.00
<u>Revenue Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Motion was made by _____, seconded by _____ to adopt the foregoing resolution. Upon roll call vote, the following vote was recorded.

<u>Aye</u>		<u>Nay</u>	
C. Anderson		O. Krook	
R. Cheatham		F. Leone	
R. Clark		T. Lowe	
R. Coombs		S. May	
P. Farrell		J. Racine	
E. Juidici		C. Steele	

The Chairperson declared the motion carried and the resolution duly adopted.

County Clerk

RESOLUTION AMENDING GENERAL FUND BUDGET - #30

WHEREAS, a budget was adopted by the County Board to govern the expenditure of anticipated general fund receipts within the County on October 9, 1979 for the next fiscal year of the county; and,

WHEREAS, as a result of unanticipated changes in revenues and/or needed expenditures, it is necessary to modify the aforesaid budget; and,

WHEREAS, such modification will still maintain a balanced budget between revenues and expenditures.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the aforesaid budget be hereby modified as follows:

<u>Expense Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
Service Center - Capital Outlay	3,550	6,050	+2,500
Service Center - Salary Permanent	-0-	6,700	
Service Center - Photo Copy	-0-	2,000	
Service Center - Travel	-0-	450	
Service Center - Janitor Supply	-0-	200	
Service Center - Contractual Services	-0-	13,000	
Service Center - Utilities	-0-	12,500	
Service Center - Building Repairs	-0-	1,750	
Service Center - Moving Costs	-0-	1,000	
Service Center - Insurance	-0-	3,500	
Health Department Appropriation	436,900.00	448,900	+12,000
Health Department Contingency	182,277.77	153,877.77	-28,400
Service Center Landscaping	-0-	2,500.00	

<u>Revenue Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	
Rental Income	117,700	147,400	+29,700

Motion was made by _____, seconded by _____ to adopt the foregoing resolution. Upon roll call vote, the following vote was recorded.

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
C. Anderson			O. Krook		
R. Cheatham			F. Leone		
R. Clark			T. Lowe		
R. Coombs			S. May		
P. Farrell			J. Racine		
E. Juidici			C. Steele		

The Chairperson declared the motion carried and the resolution duly adopted.

County Clerk

RESOLUTION AMENDING GENERAL FUND BUDGET

Fiscal Year 1980 - Amendment # 21

WHEREAS, a budget was adopted by the County Board to govern the expenditure of anticipated general fund receipts within the County on October 9, 1979 for the next fiscal year of the county; and,

WHEREAS, as a result of unanticipated changes in revenues and/or needed expenditures, it is necessary to modify the aforesaid budget; and,

WHEREAS, such modification will still maintain a balanced budget between revenues and expenditures.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the aforesaid budget be hereby modified as follows:

<u>Expense Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
Controller - Salary Permanent	\$28,810.00	\$32,360.00	+ \$3,550.00
Contingency	\$192,627.77	\$189,077.77	- \$3,550.00
<u>Revenue Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>

Motion was made by _____, seconded by _____ to adopt the foregoing resolution. Upon roll call vote, the following vote was recorded.

<u>Aye</u>		<u>Nay</u>	
C. Anderson		O. Krook	
R. Cheatham		F. Leone	
R. Clark		T. Lowe	
R. Coombs		S. May	
P. Farrell		J. Racine	
E. Juidici		C. Steele	

The Chairperson declared the motion carried and the resolution duly adopted.

County Clerk

June 11, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

At its June 11, 1980 meeting, your Finance Committee audited claims and
accounts submitted for payment for the month of June, 1980 in the amount of
\$496,815.49.

Following review of the claims and accounts, it was moved by Commissioner
Farrell, supported by Commissioner Juidici and carried unanimously to recommend
to the County Board to approve the claims and accounts received in the amount
of \$496,815.49 and order them paid.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

June 11, 1980

The Finance Committee meeting was duly called and held on June 11, 1980 at 7:00 p.m. in the Courthouse Annex.

Present: Commissioners Juidici, Clark, Farrell and May.

Absent: Commissioner Anderson.

In Attendance: Gary Yoder, Chief Accountant/Purchasing Agent; Judge Anderegg; Shari Myers, Juvenile Division; Bill Michelin, MCTA; Duane Beard, Controller; Peter Embly; Pat Tikkanen, Coordinator, Substance Abuse Program; Pam Engman, Health Department; Dr. Richard Potter, Health Department; Sheriff Maino; and Terry Guerin, AMCAB.

The meeting was called to order by Chairperson May.

The first item of business was approval of the minutes of the May 14 and May 20 meetings. The minutes of May 20, Page 1, Last Paragraph, Fourth Sentence should read "There was a 4 - 4 vote by the Allocation Board to consider levying..." rather than "There was a 4 - 4 vote to consider levying...". Same paragraph, Fifth sentence should read "Commissioner May stated the only cut proposed by the Allocation Board..." rather than "Commissioner May stated the worst cut proposed by the Allocation Board...".

It was then moved by Commissioner Juidici, supported by Commissioner Clark and carried unanimously to approve the minutes of the May 14 meeting, and the May 20 meeting as corrected.

The public comment section was opened. Judge Anderegg questioned the action of the Tax Allocation Board in cutting the county's millage. Commissioner May stated she felt the cut was due to the fact that the schools and the City of Marquette have a total of four of the eight votes on the Board and give their support to the schools when millage is being allocated.

Judge Anderegg and Shari Myers were present to discuss the Child Care Fund budget. Judge Anderegg provided information on the budget. He stated he anticipates a deficit of \$145,000 to \$175,000 for this year. He stated the main reason for this is the cost of institutional care. He also noted the charge back from the State of Michigan is unpredictable.

He stated a possible cost saving measure in the institutional costs is to develop an "early out" program for youth in institutions. Also the county could contract with Lutheran Social Services for a program at a cost of \$45,000 which would save money in the long run. The program through the Lutheran Social Services would serve about 20 children per year at 1/3 to 1/2 of the cost of institutionalization.

The Judge requested an appropriation of \$155,000 for the Child Care Fund. The Controller noted the request amounts to 70% of the county's Contingency Account.

The Judge stated by cutting down on institutionalizations he could save money but he has found that the program has been successful with many children. He stated there are no other areas in his budget that he can cut to cover the Child Care Fund overrun.

According to this month's financial condition projection report, the projected year end balance for this year is \$112,000 with the inclusion of a \$150,000 appropriation to Child Care. That amounts to about \$50,000 less than the beginning of the year fund balance.

The committee decided to defer action on the budget amendment request for the Child Care Fund until after review of the financial condition projection report.

The Soldiers and Sailors Relief Fund was discussed. The Judge had requested a \$3,500 budget amendment to that fund. He stated the fund balance is down to \$900. The Controller noted he had recommended approval of the amendment at the last committee meeting. It was noted the law provides that 2/10 of a mill may be levied for this fund without a vote of the people.

Judge Anderegg stated between \$5,000 and \$8,000 is drawn from that fund yearly. Circumstances such as strikes affect this fund as more people are seeking relief.

Commissioner May asked that they try to hold the line on expenses as much as possible. Judge Anderegg and Shari Myers then left the meeting.

Sheriff Maino was present to discuss the Sheriff's Department's budget. It was noted at the last meeting a budget amendment request to transfer \$1,500 from the Detective Bureau Salary line item to the Detective Bureau Vehicle Operating line item was deferred by the committee as they had wanted additional information from the Sheriff. The Controller noted the Sheriff had requested a transfer of about \$3,000 but he had recommended the \$1,500 figure.

In addition to vehicle operating, areas that have run over the budget or are projected to run over the budget in the Detective Bureau are travel, equipment repairs, vehicle repairs and office supplies. Possible line items that will fall under the budget are uniforms, printing, and in-service training.

Sheriff Maino stated they will take steps to curtail operations to stay within their budget.

Commissioner Farrell suggested budget transfers be made from areas under the budget to those over the budget in order to stay within the total departmental appropriation. Commissioner Clark believes transfers of salary funds to operational line items amount to additional appropriations and he opposed such transfers. Commissioner Farrell agreed that funds in salary line items should not be transferred to non-salary line items.

Commissioner May noted members of the County Board expressed concern at the time the budget was adopted of the Sheriff's ability to live within the budget he proposed in order to maintain services. Sheriff Maino stated they have been having difficulty staying within the budget. He stated the cost of gasoline is their main concern. He stated steps are being taken in the department to cut down on gasoline consumption.

Commissioner May asked that the Sheriff take whatever steps possible to cut down on costs because what is taking place in the mining community and at the State level will have an affect on the county financial situation. She noted State Share Revenues in the amount of \$35,000 will not be received and that amount had been included in the county budget as a revenue. The State is also pulling back supporting certain services they have supported in the past, although there is some question whether they can do this under the Headlee.

Commissioner Farrell suggested that department heads receive a copy of the financial condition projection report for their review.

The status of the Child Care Fund was again discussed. Duane Beard noted at one time the use of the Capeus Room in the Jail for secure detention of juveniles had been discussed. He believes this is worthwhile investigating.

It was the concensus of the committee not to recommend budget transfers, if possible, at this time but wait until a better picture of the county's financial condition is received during the mid-year budget review. Commissioner May suggested that the Sheriff determine areas in his budget where funds can be transferred from one line item to another.

The Sheriff noted he was unable to purchase vehicles for his department earlier this year because the Board did not accept any of the bids received. He stated the purchase of vehicles will now cost more because he anticipates the cost of 1981 vehicles will be higher and he will receive a lower trade-in on the current vehicles. Sheriff Maino then left the meeting.

Commissioner Farrell stated he felt Gary Yoder and Duane Beard should have a meeting on budget reports with the department heads.

Pat Tikkanen, Substance Abuse Program Coordinator, and Pam Engman and Dr. Richard Potter, Health Department, were present to discuss the request for \$25,000 for the substance abuse services. A letter from Dr. Potter on this topic had been referred to the committee which stated the reason for the request was due to the fact that OSAS will be reducing their allocation by \$25,000.

Dr. Potter provided the committee with information on the program's 1979/80 budget; proposed 1980/81 budget; and the difference between the two. Dr. Potter stated they are also requesting \$10,000 more for next year than they had originally requested.

The Substance Abuse Advisory Council has discussed cuts in the budget. Pat Tikkanen stated the money requested of the county will not solve their financial problems. Even if they received the funds they may end up cutting services. She noted they are asking for increased support from the hospital also.

They are studying the possibility of cutting two assistant manager positions at the half-way houses as a cost saving measure. These positions could be maintained if funding is received from the county.

Pat stated the elimination of each position in the hospital substance abuse program will result in reducing the number of clients served by 150. She stated 800 have been served through the program this year.

Commissioner May reviewed the county's financial situation for their informatio.

The alcohol rehabilitation program and Marquette General's admittance procedures for the program were discussed.

Dr. Potter stated they could manage the program this year if the funds were allocated for 1981. Dr. Potter, Pat Tikkanen and Pam Engman then left the meeting.

The committee reviewed the county's financial condition projection report for the period ending May 31, 1980. It was moved by Commissioner Clark, supported by Commissioner Juidici and carried unanimously to submit the report to the County Board with the following comments:

1. Table III - Revenues Projected to be Over Amended Budget:

Interest Earned - It is the first time this item has appeared in the 1980 financial condition projection reports. The item has already exceeded the 1980 amended budget amount by \$8,000 and it is projected that \$160,000 will be received by the end of the year, which is a total of \$40,000 more than the amended budget figure.

2. Table IV - Revenues Projected to be Under Amended Budget:

Building Permits - This item is also appearing in the report for the first time. It appears that \$20,000 less will be received through this revenue source than had been anticipated.

3. Table V - Expenditures Projected Over Amended Budget:

Child Care Appropriation - The Finance Committee met with Judge Anderegg on this budget, which is projected to be over the amended budget by \$150,000. The Judge mentioned possible solutions and the committee is still discussing this item with him.

4. Table IV - Revenues Projected to Be Under Amended Budget:

State Share Revenues - A sum of \$35,000 anticipated from the State will not be received.

5. Table VIII - December 31, 1980 projected balance as of May 31, 1980:

Contingency Account - This account is projected to be \$112,000 at the end of the year.

The committee felt department heads should receive a copy of the financial condition projection reports and that perhaps a meeting should be held with departments on the budget reporting system and budget situation. This will be discussed at the next meeting of the committee.

A recommendation was received from the Controller on a draft fund balance policy for non-general fund departments. The Controller stated he felt comments should be requested from non-general departments on the policy and that the Chief Civil Counsel should determine whether or not the Road Commission must legally be excluded from the policy. The policy would be an interim measure until program budgeting is instituted.

The policy noted that General Fund appropriations are made to Non-General Fund departments only because funds they receive from other sources are not sufficient and hence the county appropriation should be spent last and any remaining fund balance should revert back to the County General Fund at the end of the year.

Commissioner Farrell suggested that Non-General Fund Departments be requested to submit information on how they intend to spend the appropriation they receive from the county.

It was moved by Commissioner Clark and supported by Commissioner Farrell to refer the draft policy to all Non-General Fund Departments including the Road Commission, with a cover memo stating the committee has requested an opinion from the Chief Civil Counsel to investigate whether the Road Commission would fall under the policy, and asking that the departments review the policy and submit their comments on it by July 2, 1980. It was further moved to send a copy of the draft policy to all Board members.

As a result of discussion on the motion, Commissioner Clark modified his motion to recommend to the Board that the draft policy on Fund Balances for Non-General Fund Departments be sent to Non-General Fund Departments for comment with the statement that the Chief Civil Counsel will be investigating whether the Road Commission can be subject to the policy and to ask the departments to send their comments to the Controller and Finance Committee prior to July 2, 1980. It is further recommended that the Board accompany the policy with a directive indicating to the Non-General Fund Departments that they must immediately hold in abeyance all expenditures which are predicated upon either their fund balance as of December 31, 1979, or their projected fund balance as of December 31, 1980 until the Board makes a decision with respect to the policy. Commissioner Farrell, Clark's second, approved the modification to the motion and the motion carried unanimously.

The Controller submitted a budget amendment to the committee which would increase the Community Mental Health appropriation by \$1,833 and decrease the Social Services Child Care appropriation by that amount. The money will be used as a "match" by Community Mental Health to purchase psychological services. The possibility of such action had been discussed with the two departments during the 1980 budget process as a cost saving measure.

It was moved by Commissioner Juidici, supported by Commissioner Clark and carried unanimously to recommend to the Board the adoption of the budget amendment resolution.

A budget amendment resolution in the amount of \$2,000 for the solid waste management act legal defense fund set up by the East Marquette Solid Waste Disposal Authority for Delta County's case against the State was presented by the Controller. It was noted the County Board acted to amend the budget at the last Board meeting to provide for the appropriation. The Controller will submit the budget amendment resolution to the Board with a cover memo stating it reflects the action of the Board on May 21 on the solid waste management legal defense fund.

A budget amendment on Service Center start up costs was presented. The effect on the Contingency Account is \$28,400. The budget amendment resolution lists income generated through rent from AMCAB, and operating costs under various budget line items. The resolution included cost of hiring a janitorial firm to provide the bulk of the cleaning services, and one county employee to handle "day time" needs of the facility. The Controller stated it will be necessary to hold a special conference with the union on contracting services for janitorial services. A lot of money will be saved by contracting for the services, and the action will not affect the bargaining unit membership.

It was moved by Commissioner Farrell, supported by Commissioner Juidici and carried unanimously to recommend to the Board that they accept the budget amendment on the Service Center start up costs.

It was noted that the financial condition projection report indicated a range between \$26,000 and \$39,000 for Service Center start up costs. A comment will be made in the committee's report to the Board on the financial condition projection report regarding the amount of the proposed budget amendment for this item.

A memo was received from Ben Hill, Personnel Director, on county sick leave policy in response to the committee's request for information. It was his opinion that the current personnel policy does to "require prior approval for use of sick leave for illness or disability other than certification as to employee's ability to perform their job upon return from sick leave, nor does it prohibit use of accumulates sick leave". He believes the personnel policy implies sick leave should be exhausted before commencement of a leave of absence.

The committee then considered a budget amendment to the Controller Salary line item budget in the amount of \$3,550 to hire someone during the period of time the Controller's Confidential Administrative Secretary uses up her sick leave before commencement of a leave of absence.

Commissioner Clark suggested that a sick leave policy for salaried personnel be formulated. He noted CCI Pays a certain percentage of an employee's salary during sick leave based on the length of service with the company and the length of the illness. Commissioner Clark then left the meeting.

It was moved by Commissioner Juidici, supported by Commissioner Farrell and carried unanimously to recommend to the Board that the Board adopt a budget amendment resolution to Controller Salary line item in the amount of \$3,550.

It was moved by Commissioner Farrell, supported by Commissioner Juidici and carried unanimously to table action on the following budget amendment requests: Soldiers and Sailors Relief; Substance Abuse Services; Sheriff Department; and Child Care Fund.

A communication from the Department of Social Services on the examination conducted by the Cooperative Reimbursement Program on the Prosecutor's and Friend of the Court's Office for the 1979 contract year was presented for information. A copy will be supplied to each committee member for their review.

A letter from Lewellyn Rivord regarding his letter to the Board on his property taxes was received. Duane Beard stated this had been referred to him for action and answer. He checked with Howard Robare, Tax Roll Department, who asked for an opinion from the Prosecuting Attorney regarding ownership of the property. Duane stated he has not received an answer from Howard Robare on this. Henry Schneider stated the property is going to be transferred to the Tax Roll in Rivord's name; up to this time it has not been on the Tax Roll. Schneider also intends to talk to Rivord on this matter.

It was moved by Commissioner Juidici, supported by Commissioner Farrell and carried unanimously to send a letter to Mr. Rivord stating a preliminary report on the problem had been submitted and it is still being investigated.

A notice from the Tax Allocation Board on the county's preliminary allocation was presented and placed on file.

A copy of a letter from Judge Quinnell to the Controller on his department's 1981 objectives was presented. This will be discussed during the budget process.

A communication from the Controller on program budgeting implementation was received. It was moved by Commissioner Farrell, supported by Commissioner Juidici and carried unanimously to recommend to the Board that the staff person hired as a replacement for the confidential administrative secretary in the Governmental Support Division, who will be on leave of absence, be assigned one-half time to the task of documentation of the county's current program structure, and that clerical support to the Governmental Support Division resulting from this staff assignment be compensated for by a temporary assignment of a clerical pool position one-half time to the Governmental Support Division.

SJR 56 and HJR 395 on limitation of government spending will be discussed at the next meeting of the committee.

A communication from the Department of Management and Budget on maintenance of effort clause in the Sheriff's Road Patrol legislation had been referred to the committee by the Board. The communication was placed on file.

A letter from Joe DeGroot, Chairman, Soil and Water Conservation District, requesting a 1981 appropriation from the county was received. A copy will be sent to the Controller for placement in the budget file.

A copy of a communication from the Controller to the Chief Accountant on a budget monitoring system was presented to the committee for their information.

Commissioner May informed the committee under the Headlee amendment the State cannot transfer costs for the first three days of hospitalization for substance abuse patients to the county as they have proposed doing.

The audit on the Community Mental Health Center was mentioned. A copy of a letter sent by Tom Baldini to Patricia Micklow on this topic will be forwarded by the Controller to each member who did not receive a copy.

It was moved by Commissioner Farrell, supported by Commissioner Juidici and carried unanimously to send a letter to Patricia Micklow asking her to advise what action must be taken to comply with the audit on the Community Mental Health Center performed by the Local Audit Division, Department of Treasury.

Commissioner May noted one of the committee's objectives was to inform the electorate of Separate Tax Limitation (Fixed Millage). She stated the Intergovernmental Relations Committee has taken action to recommend to the Board that a committee be formed to promote the ballot proposal.

Duane Beard reported that he has made a transfer of \$60 between line items within the Register of Deeds Office. This is the only such transfer so far this year.

Duane read a communication he received from Ben Hill regarding retirement benefits for the Drain Commissioner. Mr. Connors is eligible for retirement benefits from the time he became a salaried employee. In order to receive credit it will be necessary for him to pay \$381.42 to the Municipal Employees Retirement System and for the county to pay \$1,439 or \$100 per year for 31 years. Mr. Connors would then receive \$16 per month in retirement benefits.

It was moved by Commissioner Farrell, supported by Commissioner Juidici and carried unanimously to send a letter to Mr. Connors and explain that the committee will be willing to recommend to the Board that the county pay the county's share of his retirement if he wishes to pay the portion he owes and for him to let the committee know what he wishes to do.

Commissioner May reported on a Task Force meeting regarding the iron ore industry.

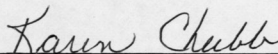
The committee audited bills for June, 1980 in the amount of \$496,⁷⁵⁵~~815~~.49. Commissioner Farrell questioned a \$1,600 expenditure by the Prosecuting Attorney for a student intern. The Controller stated this is paid from his salary line item. Commissioner Farrell felt this was not an allowable expense. This practice will be discussed during the budget process.

It was moved by Commissioner Farrell, supported by Commissioner Juidici and carried unanimously to recommend to the Board that they approve the bills submitted for June, 1980 in the amount of \$496,⁷⁵⁵~~815~~.49.

Peter Embley spoke briefly during public comment on steel production and specific iron ore tax.

The meeting adjourned at 11:30 p.m.

Respectfully submitted,



Karen Chubb, Secretary

May 20, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

A meeting of your Finance Committee was duly called and held on May 20, 1980 and copies of the minutes of that meeting have been furnished to all members of the Board of Commissioners and a copy of the minutes is attached hereto and made a part of this report.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

May 20, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

Attached is the General Fund Financial Condition Projection Report as of April 30, 1980. The Finance Committee reviewed the report at its May 20, 1980 meeting and submits the following comments on the report to the County Board.

Table III - Revenues Projected to be Over Amended Budget

Rental Income is projected to be over the anticipated amount by \$35,000 bringing that projection up to \$152,000 for the year. Approximately \$5,000 of that amount will be received from AMCAB and the remaining portion from late payments from Mental Health for Brookridge.

Table V - Expenditures Projected Over Amended Budget

Child Care Appropriation is projected to be under its budget by \$150,000. This represents more than half of the annual Contingency Account.

Sheriff Administration is anticipated to be over the budget by \$1,300 due to travel costs and vehicle and equipment repairs.

Central Dispatch, because of overtime costs, is projected to be over its budget by \$6,000.

Table VIII - December 31, 1980 Projected Balance as of April 30, 1980

The current projection indicates the year will end with a fund balance of \$20,000 less than the beginning of the year fund balance.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

General Fund - Financial Condition Projection

Table I
1980 Adopted Budget

<u>Appropriations and Expenditures</u>		<u>Revenues and Transfers</u>	
General Fund	\$3,782,543	County Tax	\$3,478,769
Grange Benefits	735,562	Specific Tax	1,006,374
Out" Departments	1,710,842	Fees & Other Revenues	1,975,181
Contingency	231,377		
	<u>\$6,460,324</u>		<u>\$6,460,324</u>

Table II
1980 Budget - As Amended to Date

<u>Appropriations and Expenditures</u>		<u>Revenues and Transfers</u>	
General Fund	\$3,940,126	County Tax	\$3,478,769
Grange Benefits	735,562	Specific Tax	1,006,374
Out" Departments	1,734,306	Fees & Other Revenue	2,123,712
Contingency	198,861		
	<u>\$6,608,855</u>		<u>\$6,608,855</u>

Table III
Revenues Projected to be Over Amended Budget

<u>Item</u>	<u>Amended Budget</u>	<u>Actual to Date</u>	<u>Year End Projection</u>	<u>Amount Over</u>
Delinquent Real Taxes	\$ 45,000	\$24,222	\$ 55,000	\$ 10,000
Redemption Taxes	500	795	1,000	500
Unpaid Personal Taxes	20,000	10,455	25,000	5,000
Interest on Taxes	8,000	5,226	11,000	3,000
Marriage Licenses	3,600	2,145	7,600	4,000
ADC Incentive Program	65,000	29,961	77,000	12,000
Federal Employment Program	-0-	8,291	8,300	8,300
Circuit Court Costs	10,000	5,162	12,000	2,000
District Court Supervision Fees	37,000	18,010	42,000	5,000
District Court Civil Fees	19,000	7,521	21,000	2,000
Prisoners Board	8,500	8,861	15,500	7,000
Clerks Services	20,000	7,157	21,500	1,500
Ordinance Fines & Costs	16,000	7,230	21,000	5,000
General Refunds	3,500	-0-	11,000	7,500
State Gas Tax Refunds	2,000	502	3,000	1,000
Mending/Pay Phone Commission	-0-	697	1,200	1,200
Rental Income	117,700	49,051	152,000	35,000
				<u>\$110,000</u>

Table IV
Revenues Projected to be Under Amended Budget

<u>Item</u>	<u>Amended Budget</u>	<u>Actual to Date</u>	<u>Year End Projection</u>	<u>Amount Under</u>
Swamp Tax	\$128,000	\$119,810	\$119,810	\$ 8,200
Building Permits	120,000	14,568	105,000	15,000
Jail Grant	62,500	-0-	45,000	17,500
Marine/Snow programs	13,000	-0-	11,000	2,000
Circuit Court Services	13,000	4,166	12,000	1,000
District Court Attorney Fees	2,500	529	1,500	1,000
Register of Deeds Services	51,750	10,942	41,750	10,000
Real Estate Transfer Tax	53,750	8,022	38,750	15,000
Friend of Court Services	16,000	3,514	11,000	5,000
Probate Court Services	9,500	2,169	8,000	1,500
Hospitalization Reimbursement	2,000	383	1,000	1,000
				<u>\$77,200</u>

Table V
Expenditures Projected Over Amended Budget

<u>Item</u>	<u>Amended Budget</u>	<u>Actual to Date</u>	<u>Year End Projection</u>	<u>Amount Over</u>
Probate Court	\$147,486	\$45,257	\$151,486	\$ 4,000
Child Care Appropriation	241,222	241,222	391,222	150,000
Soldiers & Sailors Relief App.	2,900	2,900	7,900	5,000
Internal Services	181,325	93,599	183,825	2,500
Treasurer	93,127	28,055	94,127	1,000
Sheriff Administration	62,218	20,156	63,518	1,300
Sheriff - PA 416	74,290	19,953	78,290	4,000
Central Dispatch	73,910	25,473	79,910	6,000
Emergency Services Rescue Unit	11,035	3,675	12,335	1,300
Miscellaneous/Emergency Disaster	16,000	6,038	18,000	2,000
Sheriff - Jail Grant	-0-	24,256	45,000	45,000
				<u>\$222,100</u>

Table VI
Expenditures Projected Under Amended Budget

<u>Item</u>	<u>Amended Budget</u>	<u>Actual to Date</u>	<u>Year End Projection</u>	<u>Amount Under</u>
Board of Commissioners	\$ 86,789	\$ 31,167	\$ 85,289	\$ 1,500
Circuit Court	243,460	61,432	227,460	16,000
District Court	302,290	92,805	301,290	1,000
Plat Board	5,405	1,205	4,405	1,000
Equalization	143,936	49,411	143,236	700
Register of Deeds	87,295	24,248	86,295	1,000
Buildings & Grounds	324,443	101,377	322,443	2,000
Sheriff - Public Safety	257,343	70,798	248,343	9,000
Sheriff - Rehabilitation	385,121	111,068	381,121	4,000
Planning Commission	105,709	27,020	101,709	4,000
Building Code	116,415	35,494	113,415	3,000
Statutory Programs	49,320	15,068	48,320	1,000
Fringe Benefits	735,562	156,823	725,562	10,000
				<u>\$54,200</u>

Table VII
 Projected Expenditure Increases

Service Center - Start up & Operating	\$26,000 - \$39,000
Service Center - Construction Overrun	4,000
Tom Shaw Litigation	20,000
Applebaum Litigation	<u>25,000</u>
	<u>\$88,000</u>

Table VIII
 December 31, 1980 projected balance as of April 30, 1980

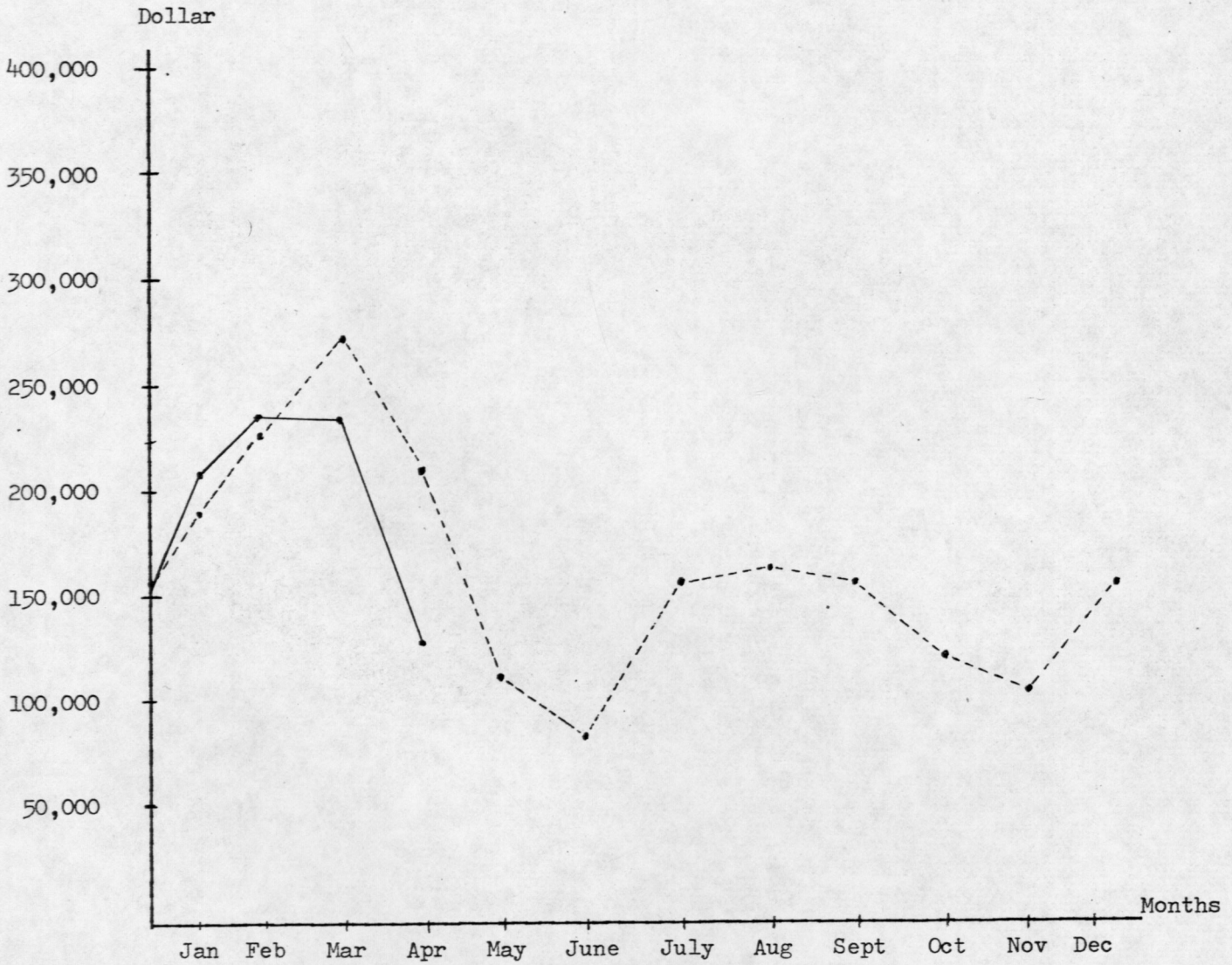
Projected Appropriations & Expenditures	Budget at 4-30-80	Projected Expense <u>12-31-80</u>	Projected Revenues & Transfers	Budget at 4-30-80	Projected Receipts <u>12-31-80</u>
General Fund	\$3,940,126	\$4,051,026	County Tax	\$3,478,769	\$3,478,769
Fringe Benefits	735,562	725,562	Specific Tax	1,006,374	1,006,374
"Out" Departments	1,734,306	1,889,306	Fees & Other Revenue	2,123,712	2,156,512
Contingency	<u>198,861</u>	<u>130,556</u>	Fund Balance		<u>154,795</u>
	<u>\$6,608,855</u>	<u>\$6,796,450</u>		<u>\$6,608,855</u>	<u>\$6,796,450</u>

Projected Contingency Balance of \$130,556 will be ending Fund Balance assuming all transactions occur as projected.

GENERAL FUND

Fund Balance Projection for December 31, 1980
By Month (1) (2)

January	\$213,172
February	234,498
March	233,318
April	130,556



Source: Accounting Department
County of Marquette 1980

- (1) Projections based on data as of close of business each month.
- (2) 1979 projections shown by broken line.

May 20, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

Your Finance Committee considered several budget amendments at its May 20, 1980 meeting. The following amendments are recommended for approval by the County Board. Budget amendment resolutions for each of the proposed amendments are attached to this recommendation.

a. Health Department - Workers Compensation

Budget amendment to transfer \$15,500 from Fringe Benefits - Workers Compensation to the Health Department Appropriation line item to allow the Health Department to pay for its workers compensation premiums rather than having them paid by the General Fund. This has been done in the past with Acocks and the Child Care Fund.

b. Drain Commissioner - Travel

A budget amendment in the amount of \$800 to the Drain Commission - Travel line item from the Contingency Account to cover the balance of a travel expense voucher submitted for payment by the Drain Commissioner in excess of the budgeted amount, and additional travel funds for 1980. In addition to approval of the budget amendment, your committee recommends that a communication be sent to the Drain Commissioner requesting submission of travel expense vouchers on a monthly basis.

c. Brookridge - Special Appropriation

A budget amendment to transfer \$1,500 from the balance of the special appropriation for the sanitary sewer/water separation project to Brookridge for the cost of wall covering paint and carpeting at Brookridge to bring the facility up to State Fire Code. Once this work is completed the facility will become fully licensed by the State. It is further recommended that any remaining balance in the sanitary sewer/water separation project appropriation be lapsed into the General Fund.

The committee also recommends that the Board ask its Environment, Lands and Buildings Committee to meet with Community Mental Health representatives to determine the future plans for the facility and to report back to the County Board.

d. Architectural Services Agreement

A budget amendment transferring \$300 from the Contingency Account for architectural services provided by Lincoln A. Poley, Architect. It is also the recommendation of your committee that the County Board approve an architectural services agreement between the County of Marquette and Lincoln A. Poley, with the inclusion of a "termination at will" clause in the agreement as proposed to the Finance Committee by the Environment, Lands and Buildings Committee, and that the Chairperson of the Board be authorized to execute the agreement on behalf of the Board of Commissioners.

e. Probate Court - Salary

A budget amendment for a line item transfer of \$2,300 from Probate - Salary Temporary and Part-Time to Probate - Salary Permanent. In a communication to the committee, Michael Anderegg, Judge of Probate, informed the committee that the transfer is for the purpose of allowing a "one time" training period during a transition period due to the retirement of an employee within the department.

f. Auditron Keys

A budget amendment of \$500 to install auditron devices on the county copying machines and supply auditron keys to county departments. Installation of such a device should cut down on the amount of unauthorized copying as the system may only be operated if an auditron key is used. The Controller believes the reduction of unauthorized copying with the use of the keys will decrease copying costs so that the cost of the keys purchased for each county department is recovered after one year.

g. Special Appropriation - Risk Management

A \$2,500 budget amendment from the Contingency Account to Special Appropriation - Risk Management to allow completion of Phase B of the risk management study, which involves services related to the bidding portion of the county insurance program. The amendment will supplement the original appropriation of \$9,500 for risk management, \$6,500 of which has already be used for Phase A of the study.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

RESOLUTION AMENDING GENERAL FUND BUDGET

Fiscal Year 1980 - Amendment # 12

WHEREAS, a budget was adopted by the County Board to govern the expenditure anticipated general fund receipts within the County on October 9, 1979 the next fiscal year of the county; and,

WHEREAS, as a result of unanticipated changes in revenues and/or needed expenditures, it is necessary to modify the aforesaid budget; and,

WHEREAS, such modification will still maintain a balanced budget between revenues and expenditures.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the aforesaid budget be hereby modified as follows:

<u>Expense Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
<u>Health Department Appropriation</u>	<u>421,400.00</u>	<u>436,900.00</u>	<u>+ 15,500.00</u>
<u>Expense Benefits - Workers Comp.</u>	<u>124,300.00</u>	<u>108,800.00</u>	<u>- 15,500.00</u>

<u>Revenue Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>

Motion was made by _____, seconded by _____ adopt the foregoing resolution. Upon roll call vote, the following vote was recorded.

<u>Aye</u>		<u>Nay</u>	
<u>C. Anderson</u>	<u> </u>	<u>O. Krook</u>	<u> </u>
<u>R. Cheatham</u>	<u> </u>	<u>F. Leone</u>	<u> </u>
<u>R. Clark</u>	<u> </u>	<u>T. Lowe</u>	<u> </u>
<u>R. Coombs</u>	<u> </u>	<u>S. Ray</u>	<u> </u>
<u>P. Farrell</u>	<u> </u>	<u>J. Racine</u>	<u> </u>
<u>E. Juidici</u>	<u> </u>	<u>C. Steele</u>	<u> </u>

The Chairperson declared the motion carried and the resolution duly adopted.

County Clerk

RESOLUTION AMENDING GENERAL FUND BUDGET

Fiscal Year 1980 - Amendment # 18

WHEREAS, a budget was adopted by the County Board to govern the expenditure of anticipated general fund receipts within the County on October 9, 1979 for the next fiscal year of the county; and,

WHEREAS, as a result of unanticipated changes in revenues and/or needed expenditures, it is necessary to modify the aforesaid budget; and,

WHEREAS, such modification will still maintain a balanced budget between revenues and expenditures.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the aforesaid budget be hereby modified as follows:

<u>Expense Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
Drain Commission - Travel	\$200.00	\$1,000.00	+ \$800.00
Contingency	\$196,927.77	\$196,127.77	- \$800.00

<u>Revenue Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>

Motion was made by _____, seconded by _____ to adopt the foregoing resolution. Upon roll call vote, the following vote was recorded.

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
C. Anderson			O. Krook		
R. Cheatham			F. Leone		
R. Clark			T. Lowe		
R. Coombs			S. May		
P. Farrell			J. Racine		
E. Juidici			C. Steele		

The Chairperson declared the motion carried and the resolution duly adopted.

County Clerk

RESOLUTION AMENDING GENERAL FUND BUDGET

Fiscal Year 1980 - Amendment #23

WHEREAS, a budget was adopted by the County Board to govern the expenditure of anticipated general fund receipts within the County on 10-9-79 for the next fiscal year of the county; and,

WHEREAS, as a result of unanticipated changes in revenues and/or needed expenditures, it is necessary to modify the aforesaid budget; and,

WHEREAS, such modification will still maintain a balanced budget between revenues and expenditures.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the aforesaid budget be hereby modified as follows:

<u>Expense Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
Probate - Salary Permanent	\$63,255.00	\$65,555.00	+ \$2,300.00
Probate - Salary Temp. & Part-time	\$3,000.00	\$700.00	- \$2,300.00

<u>Revenue Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>

Motion was made by _____, seconded by _____ to adopt the foregoing resolution. Upon roll call vote, the following vote was recorded.

<u>Aye</u>	<u>Nay</u>	<u>Aye</u>	<u>Nay</u>
C. Anderson		O. Krook	
R. Cheatham		F. Leone	
R. Clark		T. Lowe	
R. Coombs		S. May	
P. Farrell		J. Racine	
E. Juidici		C. Steele	

The Chairperson declared the motion carried and the resolution duly adopted.

County Clerk

RESOLUTION AMENDING GENERAL FUND BUDGET

Fiscal Year 1980 - Amendment # 24

WHEREAS, a budget was adopted by the County Board to govern the expenditure of anticipated general fund receipts within the County on 10-9-79 for the next fiscal year of the county; and,

WHEREAS, as a result of unanticipated changes in revenues and/or needed expenditures, it is necessary to modify the aforesaid budget; and,

WHEREAS, such modification will still maintain a balanced budget between revenues and expenditures.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the aforesaid budget be hereby modified as follows:

<u>Expense Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
Internal Services - Equip. Rental	\$25,500.00	\$26,000.00	+ \$500.00
Contingency	\$189,077.77	\$188,577.77	- \$500.00
<u>Revenue Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>

Motion was made by _____, seconded by _____ to adopt the foregoing resolution. Upon roll call vote, the following vote was recorded.

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
C. Anderson			O. Krook		
R. Cheatham			F. Leone		
R. Clark			T. Lowe		
R. Coombs			S. May		
P. Farrell			J. Racine		
E. Juidici			C. Steele		

The Chairperson declared the motion carried and the resolution duly adopted.

County Clerk

RESOLUTION AMENDING GENERAL FUND BUDGET

Fiscal Year 1980 - Amendment # 25

WHEREAS, a budget was adopted by the County Board to govern the expenditure of anticipated general fund receipts within the County on 10-9-79 for the next fiscal year of the county; and,

WHEREAS, as a result of unanticipated changes in revenues and/or needed expenditures, it is necessary to modify the aforesaid budget; and,

WHEREAS, such modification will still maintain a balanced budget between revenues and expenditures.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the aforesaid budget be hereby modified as follows:

<u>Expense Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
Spec. App. Risk Management	<u>-0-</u>	<u>\$2,500.00</u>	<u>+ \$2,500.00</u>
Contingency	<u>\$188,577.77</u>	<u>\$186,077.77</u>	<u>- \$2,500.00</u>
<u>Revenue Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Motion was made by _____, seconded by _____ to adopt the foregoing resolution. Upon roll call vote, the following vote was recorded.

<u>Aye</u>	<u>Nay</u>	<u>Aye</u>	<u>Nay</u>
C. Anderson		O. Krook	
R. Cheatham		F. Leone	
R. Clark		T. Lowe	
R. Coombs		S. May	
P. Farrell		J. Racine	
E. Juidici		C. Steele	

The Chairperson declared the motion carried and the resolution duly adopted.

County Clerk

RESOLUTION AMENDING GENERAL FUND BUDGET

Fiscal Year 1980 - Amendment # 26

WHEREAS, a budget was adopted by the County Board to govern the expenditure of anticipated general fund receipts within the County on October 9, 1979 for the next fiscal year of the county; and,

WHEREAS, as a result of unanticipated changes in revenues and/or needed expenditures, it is necessary to modify the aforesaid budget; and,

WHEREAS, such modification will still maintain a balanced budget between revenues and expenditures.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the aforesaid budget be hereby modified as follows:

<u>Expense Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
Spec. App. - Brookridge	500.00	2,000	+1,500
Contingency	186,077.77	184,577.77	-1,500

<u>Revenue Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Motion was made by _____, seconded by _____ to adopt the foregoing resolution. Upon roll call vote, the following vote was recorded.

<u>Aye</u>	<u>Nay</u>	<u>Aye</u>	<u>Nay</u>
C. Anderson		O. Krook	
R. Cheatham		F. Leone	
R. Clark		T. Lowe	
R. Coombs		S. May	
P. Farrell		J. Racine	
E. Juidici		C. Steele	

The Chairperson declared the motion carried and the resolution duly adopted.

County Clerk

RESOLUTION AMENDING GENERAL FUND BUDGET

Fiscal Year 1980 - Amendment # 27

WHEREAS, a budget was adopted by the County Board to govern the expenditure of anticipated general fund receipts within the County on October 9, 1979 or the next fiscal year of the county; and,

WHEREAS, as a result of unanticipated changes in revenues and/or needed expenditures, it is necessary to modify the aforesaid budget; and,

WHEREAS, such modification will still maintain a balanced budget between revenues and expenditures.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the aforesaid budget be hereby modified as follows:

<u>Expense Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>
Spec. App. - Architectural Agreement	-0-	300.00	+300.00
Contingency	184,577.77	184,277.77	-300.00

<u>Revenue Budget Account</u>	<u>Previous Budget Amount</u>	<u>Amended Budget Amount</u>	<u>Change</u>

Motion was made by _____, seconded by _____ to adopt the foregoing resolution. Upon roll call vote, the following vote was recorded.

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
C. Anderson			O. Krook		
R. Cheatham			F. Leone		
R. Clark			T. Lowe		
R. Coombs			S. May		
P. Farrell			J. Racine		
E. Juidici			C. Steele		

The Chairperson declared the motion carried and the resolution duly adopted.

County Clerk

May 20, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

At the May 20, 1980 meeting of your Finance Committee the Cooperative Reimbursement Program grant was discussed. The grant is divided into two parts: The Prosecuting Attorney's portion, and the Friend of the Court's portion. The Prosecuting Attorney has already submitted his portion of the grant to the State.

In a memo to the committee, the Personnel Committee stated the Friend of the Court has withdrawn his request for an additional staff person in the grant so the application should be considered without that position.

It is the recommendation of your committee that the County Board submit the second part of the Cooperative Reimbursement Program grant application to the State without a request for a grant funded position in the Friend of the Court's Office, and, if possible, that the two parts of the grant be combined, and if it is not possible to do so at this point, that the county indicate its intent to apply for a combined grant next year.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

May 20, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

A grant agreement was recently received from the State Department of
Transportation for Marquette County's COTRAN grant. The agreement has been
reviewed by the Controller; Patricia Micklow, Chief Civil Counsel; and
Ron Koshorek, Planning Commission.

It is the recommendation of your Finance Committee that the Board accept
the COTRAN grant contract and authorize the Chairperson to execute the
agreement on behalf of the County Board.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

May 20, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

Duane Beard, Controller, presented a draft letter for the Finance Committee's consideration, which is directed to Vivian Carpenter, Bureau of Local Governments, and outlines a proposal he believes may result in the Local Audit Division agreeing to commence the completion of the Marquette County audit. In a memo to the committee, Mr. Beard stated an audit is most likely to occur if the county agrees to the terms ultimately arrived at between the State of Michigan, the Office of Revenue Sharing and the Michigan Association of Counties.

Thus, your committee recommends that the County Board send the proposed letter to the Bureau of Local Governments. A copy of the letter is attached.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

May 20, 1980

Ms. Vivian Carpenter
Deputy Treasurer
Bureau of Local Government
Department of Treasury
Lansing, MI 48922

Dear Ms. Carpenter:

Regarding our several previous conversations on the topic of County audits, it appears to me that the current state of affairs is as follows:

1. It has been determined by the Office of Revenue Sharing that certain of your auditors are qualified to do audits for revenue sharing purposes;
2. The State of Michigan and Michigan Association of Counties are presently attempting to negotiate an acceptable solution to the problem of financing the cost of completing audits of counties for Revenue Sharing purposes;
3. Marquette County has had a considerable number of hours applied to a full scope/all funds County audit for the Year 1979 by the State Treasury Department, Local Audit Division.
4. Marquette County must comply with federal regulations regarding audits and is very desirous of doing so by utilization of the Local Audit Division staff.

In view of the foregoing, I offer the following proposal on behalf of the Marquette County Board of Commissioners:

The Marquette County Board of Commissioners proposed that the Michigan Department of Treasury return their auditors to Marquette County to complete the full scope/all funds County audit which was commenced in January. The audit report produced would meet requirements for compliance with Federal Revenue Sharing regulations and other applicable standards. The County Board stipulates that it is willing to enter into an agreement to comply with the provisions of any statewide agreement ultimately executed between the State of Michigan, Office of Revenue Sharing and Michigan Association of Counties for the uniform allocation of costs relating to these audits.

Marquette County offers this proposal as an attempt to salvage the Local Audit Division staff time already invested in a full scope/all funds audit in Marquette County and to place Marquette County in a full compliance with federal Revenue Sharing regulations.

Please advise me if you feel that the audit can proceed on this basis.

Sincerely,

Duane C. Beard
Controller

bc: Robert Mikesch
Ray Kuhn, Michigan Association of Counties

May 20, 1980

Honorable Chairperson and Members of the
Marquette County Board of Commissioners
Marquette, Michigan

Ladies and Gentlemen:

At its May 20, 1980 meeting, your Finance Committee audited claims and accounts submitted for payment for the month of May, 1980 in the amount of \$325,806.49.

Following review of the claims and accounts, it was moved by Commissioner May, supported by Commissioner Clark and carried unanimously to recommend to the County Board to approve the claims and accounts received in the amount of \$325,806.49 and order them paid.

Respectfully submitted,

FINANCE COMMITTEE

Chairperson

May 20, 1980

The Finance Committee meeting was duly called and held on May 20, 1980 at 7:00 p.m. in the Courthouse Annex.

Present: Commissioners May, Juidici, Clark and Anderson.

Absent: Commissioner Farrell.

In Attendance: Gary Yoder, Chief Accountant; and Duane Beard, Controllor.

The meeting was called to order by Chairperson May. Approval of the minutes of the May 14, 1980 meeting was tabled until the next meeting of the committee.

There was no public comment.

The committee reviewed the financial condition projection report for the period ending April 30, 1980. The projection included the anticipated \$150,000 budget over run for the Child Care Fund. Following review the committee decided to submit the following comments on the report to the County Board.

Table III - Revenues Projected to be Over Amended Budget

Rental Income is projected to be over the anticipated amount by \$35,000 bringing that projection up to \$152,000 for the year. Approximately \$5,000 of that amount will be received from AMCAB and the remaining portion from late payments from Mental Health for Brookridge.

Table V - Expenditures Projected Over Amended Budget

Child Care Appropriation is projected to be under its budget by \$150,000. This represents more than half of the Contingency Account.

Sheriff Administration is anticipated to be over the budget by \$1,300 due to travel costs and vehicle and equipment repairs.

Central Dispatch, because of overtime costs, is projected to be over its budget by \$6,000.

Table VIII - December 31, 1980 Projected Balance as of April 30, 1980

The current projection indicates the year will end with a fund balance of \$20,000 less than the beginning of the year fund balance.

The committee was concerned about the Child Care Fund projection. It was moved by Commissioner Clark, supported by Commissioner Juidici and carried unanimously to send a memo to Judge Anderegg on the Child Care Fund, noting that the anticipated over run is more than one half of the county's Contingency Account and the committee would like him to attend the next meeting of the committee to discuss the fund and possible austerity measures within his department budget to help offset the over run.

The committee discussed the preliminary allocation for the county as determined by the Tax Allocation Board. Commissioner May reported on the Tax Allocation Board meetings. A ballot proposal for fixed millage was discussed at those meetings. There was a 4 - 4 vote ^{by the Allocation Board} to consider levying more than 15 mills. Commissioner May stated the ~~only~~ ^{only} cut proposed by the Allocation Board was given to the county; the rate was lowered from 6.6 to 6.2. The Intermediate School District would receive .235, townships, 1.4 and schools, 7.165. The proposal approved for vote of the people in setting a separate tax limitation was 1.4 for the townships, .233 for ISD, 7.093 for schools and 6.274 for the county.

Commissioner May believed action of the Allocation Board was inappropriate since the schools did not demonstrate financial need and the county has demonstrated a need for a certain millage. Commissioner May suggested starting a petition drive to place a second proposal on the ballot which would amount to a decrease of the 15 mills. She believes it is the only recourse for the county at this time.

It was the general feeling of the committee that the Board should initiate a petition drive for placing a second separate tax limitation proposal on the ballot.

A recommendation was received from the Environment, Lands and Buildings Committee asking that \$1,500 be appropriated to Brookridge for paint and carpeting in order to bring the facility to full compliance of the State Fire Code. Once this work is done the facility will receive regular licensing according to Duane Beard.

The Environment, Lands and Buildings Committee suggested that any balance from the special appropriation previously made to Brookridge be used for the paint and carpeting or that the funds be taken from the Contingency Account. Mr. Beard stated the balance of the special appropriation had lapsed into the General Fund at the end of last year. He recommended that the funds be taken from the balance of the sanitary sewer/water separation projection appropriation.

It was moved by Commissioner Clark and supported by Commissioner Juidici to recommend to the Board that they transfer \$1,500 from the balance of the sanitary sewer/water separation project fund for painting and carpeting at Brookridge; that the remaining balance of that fund be lapsed into the General Fund; and that the Environment, Lands and Buildings Committee be asked to meet with Mental Health representatives on the future of the Brookridge facility. The motion carried unanimously.

The committee reviewed a communication from the Environment, Lands and Buildings Committee on an architectural services agreement with Lincoln A. Poley, Architect. The committee referred the agreement to the Finance Committee for consideration of the \$300 fee included in the agreement and suggested that a "termination at will" clause be included in the agreement so that either party may terminate the agreement when they so desire.

It was moved by Commissioner Juidici, supported by Commissioner Clark and carried unanimously to recommend to the Board that they approve a \$300 budget amendment and that the agreement be executed and include a "termination at will" clause as proposed by the Environment, Lands and Buildings Committee.

Various other budget amendments were reviewed by the committee:

- a. Budget amendment to Drain Commission budget in the amount of \$1,800 for travel to cover a travel voucher submitted in excess of the budget and for additional travel during 1980. Controller recommended that the Drain Commissioner be asked to submit a travel expense voucher monthly.
- b. Increase to Soldiers and Sailors Relief Fund by \$3,500 per a request by Judge Anderegg. Controller recommended its adoption.
- c. Amendment to transfer \$1,500 from the Sheriff's Detective Bureau salary line item to Detective Bureau Vehicle Operating line item. The Controller recommended approval of the transfer and that the line item be monitored for future transfers.

d. Amendment of \$3,550 to Salary - Permanent in the Controller's budget to hire temporary secretarial staff for period of time when confidential secretary takes sick leave. The secretary will be exhausting her sick leave before taking a leave of absence and this will mean she will be on the payroll for about three months before going on leave. The budget amendment will cover that three month period. According to the Personnel Director use of sick leave before commencement of a sick leave of absence is a proper procedure to follow.

It was noted there is not an immediate need for a budget amendment to the Soldiers and Sailors Relief Fund because there is still a balance of \$1,700 in the budget. Commissioner Clark suggested discussing the budget with Judge Anderegg prior to taking action.

It was moved by Commissioner Anderson, and supported by Commissioner Juidici to recommend to the Board to approve the budget amendment to the Drain Commission and the budget amendment to transfer funds from the Detective Bureau Salary line item to Detective Bureau Operating line item. Commissioner Clark did not believe the transfer in the Sheriff's Department should be approved. The funds available in the salary line item are a result of a delay in filling a lieutenant position and in affect the department would be getting extra money when the Sheriff assured the Board they would live within their budget. The motion was then divided and a vote was taken on the amendment to the Drain Commission budget, which carried unanimously.

It was moved by Commissioner Juidici, supported by Commissioner Clark and carried unanimously to invite the Sheriff to discuss his budget and ask him to investigate alternatives to curtail existing operations to cover expenses. Commissioner Anderson suggested that the Sheriff's Department's lieutenants drive to work in their own cars as a cost saving measure.

It was moved by Commissioner Clark and supported by Commissioner Juidici to invite Judge Anderegg to discuss the increased appropriation request for Soldiers and Sailors Relief Fund. Commissioner Anderson was in favor of granting the amendment. Commissioner Clark stated he was not against the way the money is spent from the Fund, but wishes to have an explanation for the request. Commissioner Juidici believed all departments should be placed on notice that regardless of how the committee may feel about a budget request for a program the money may not be available to allocate. It was moved by Commissioner Anderson, supported by Commissioner Juidici and carried unanimously to table this matter.

In the memo to Judge Anderegg on the Child Care Fund he will be notified that the action on the Soldiers and Sailors Relief Fund request was tabled and he may wish to be prepared to discuss the budget at the Finance Committee meeting he attends regarding the Child Care Fund.

The amendment to the Controller's Salary line item was discussed. According to Duane Beard, Ben Hill stated sick leave should be exhausted before leave of absence takes affect. The Controller stated according to federal law maternity has to be treated like any other sickness. Commissioner Anderson felt if the leave is considered a sick leave it should be certified as such by a doctor.

It was moved by Commissioner Anderson, supported by Commissioner May to recommend to the Board to approve the amendment in the amount of \$3,550 to the Controller's salary line item. Commissioner Juidici believed a good employee should not be penalized because they are not under the bargaining agreement (the confidential secretary is non-union). Commissioner May also stated she does not believe the Controller's Office should run short handed for 55 days. The Controller said a policy decision is needed on the matter of sick leave for maternity. He believes two weeks sick leave is a sufficient amount of time for that purpose.

It was moved by Commissioner Juidici, supported by Commissioner Clark and carried to table action on the amendment. Ayes: Commissioners Clark, Anderson and Juidici. Nays: Commissioner May.

The Personnel Director will be asked to review this request again and determine under what conditions a person may take sick leave according to the Personnel Policy Manual as well as the use of accumulated sick leave and whether a doctor's certification is required to take an extended amount of sick leave.

A letter from Judge Anderegg requesting a line item transfer of \$2,300 from Salary - Temporary and Part-Time to Salary - Permanent (Clerk) during a transition period caused by the retirement of an employee in Probate Court was read. It was moved by Commissioner Juidici, supported by Commissioner Clark and carried unanimously to recommend to the Board that they approve a budget amendment to the Probate Court budget.

It was then moved by Commissioner Juidici, supported by Commissioner May and carried unanimously by a roll call vote to move into closed session for the purpose of discussing strategy relating to current union negotiations, pursuant to the Open Meetings Act Section 85(c). Ayes: Commissioners Anderson, Clark, Juidici and May. Nays: None.

Following the discussion, it was moved by Commissioner Juidici, supported by Commissioner Anderson and carried unanimously by a roll call vote to move out of closed session. Ayes: Commissioners Anderson, Clark, Juidici and May. Nays: None.

Service Center start up costs were reviewed by the committee. According to Gary Yoder, Chief Accountant/Purchasing Agent, the total cost to start the Center is \$74,000, if the start up occurs July 1. That figure includes: capital outlay, \$11,000; insurance, \$3,500; moving costs, \$1,000; building repairs (Old Health Building), \$1,750; utilities, \$12,500; janitor supplies, \$1,500; travel expenses, \$450; copying machine, \$2,000; salary and fringe for custodial staff (6 months), \$27,400; telephone, \$13,500. Health Department rent is \$37,000 for six months, and will require a budget amendment. A budget amendment will have to be considered next month on the start up costs.

The committee audited claims and accounts submitted to the committee for May, 1980 in the amount of \$325,806.49. Action on the bills was delayed until information on various bills was received by the Chief Accountant/Purchasing Agent.

A budget amendment to transfer \$15,500 from Fringe Benefits - Workers Compensation to the Health Department Appropriation line item to allow the Health Department to pay for its workers compensation premiums rather than having them paid by the General Fund was presented. It was moved by Commissioner Clark, supported by Commissioner Juidici and carried unanimously to recommend to the Board to approve the budget amendment.

A memo from the Controller on improved financial reporting was submitted to the committee for their information.

A memo from the Controller on current investment policy was presented to the committee and placed on file.

A communication from the Personnel Committee on the Friend of the Court's Cooperative Reimbursement Program grant application was read. The Personnel Committee stated the application should be considered without the additional staff request as Harold VanOverloop, Friend of the Court, has withdrawn his request for that position.

The Controller stated the county stands to lose funds from the grant if the second part of the application is not submitted. The other portion of the grant, written by the Prosecutor, has been submitted to the State already.

It was moved by Commissioner Juidici, supported by Commissioner Anderson and carried unanimously to recommend to the Board to submit the second part of the county's Cooperative Reimbursement Program grant application (Friend of the Court's portion) without the position request and if possible ask that the two parts be combined, and if this is not possible to indicate the county's intent to combine them next year.

A copy of the recommendation will be sent to Gary Walker and Harold VanOverloop with a memo informing them of the committee's action.

The committee then reviewed information from the Chief Accountant/Purchasing Agent on various bills under consideration for payment. It was then moved by Commissioner May and supported by Commissioner Clark to recommend to the Board to approve the bills for May, 1980 in the amount of \$325,806.49. The motion carried unanimously.

A communication from the Marquette County Planning Commission on a revised electrical permit fee schedule was read and referred to the Board as it was addressed to the Board.

A tentative state equalized value information sheet for each county in the state was presented to the committee.

The allocation process was again discussed by the committee. Various proposals to lower the mills levied through a petition drive to place the item on the ballot were discussed.

Commissioner Clark felt Pat Micklow should review the laws on the allocation process. He also felt the revenue impact on the millage reduction proposals should be determined. It was felt the sequence of the petition process should be obtained from Pat Micklow and it should be determined what election ballot the proposal must be considered at.

The Controller reported on program budgeting. He stated Andy Arizala had recommended that one person be hired for 12 months to implement program budgeting for the county. Mr. Beard listed four alternatives to implementing program budgeting: 1) Use of clerk-typist in Controller's Office to set up system structure and use of steno pool half time in the Controller's Office; 2) Hire someone as temporary replacement for confidential secretary to set up program; 3) Hire someone to do the work; 4) No action. A proposal will be submitted to the committee by the Controller on this at the next meeting.

The county COTRAN grant application has been approved by the State Department of Transportation. It was moved by Commissioner Anderson, supported by Commissioner Clark and carried unanimously to recommend to the Board that they accept the COTRAN contract and that the Chairperson of the Board be authorized to execute the grant.

A budget amendment in the amount of \$2,500 to proceed with Phase B of the risk management study was presented to the committee by the Controller. Phase B concerns services related to the bidding portion of the study. It was moved by Commissioner Juidici, supported by Commissioner Anderson and carried unanimously to recommend to the Board that they approve the budget amendment.

A communication from the Controller on federal revenue sharing audit compliance was read. He proposed a draft letter addressed to the Bureau of Local Governments outlining a proposal he believes will result in the Local Audit Division completing an audit on Marquette County.

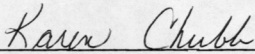
It was moved by Commissioner Juidici, supported by Commissioner Clark and carried unanimously to recommend to the Board to send the letter.

Finance Committee
May 20, 1980
Page 6

A budget amendment of \$500 to place an auditron device on the county copying machine to cut down on unwarranted copying was presented. It was moved by Commissioner Juidici, supported by Commissioner Anderson and carried unanimously to recommend to the Board approval of the budget amendment for the auditron device.

The meeting adjourned at 11:45 p.m.

Respectfully submitted,



Karen Chubb, Secretary