A regular meeting of the Budget and Executive Committee was duly called and held on Tuesday, September 16, 1975, at 7 p.m. at the Courthouse.

Present: Commissioners Anderson, Doucette, Goldsworthy, May, Racine and Trapp.
Absent: None.
In Attendance: Commissioner Leadbetter.

The meeting was called to order by Chairperson Trapp.

Tax Equalization Director Schneider and Treasurer Sodergren joined the meeting to discuss the specific ore tax. The tax evolved in 1951 to ease the burden of the mine industry. Mines were closing down and a taxation break was given. Now the mining industry appears to be doing very well and a check should be made on the Specific Ore Tax Act. If the Tilden Mine were paying taxes on the ad valorem rates, they would be paying about $5 million. Through the use of the specific ore tax they are paying about $800,000. The individual taxpayers are handling the burden. The individual taxpayer and the mining industry should both be paying their fair share.

The specific tax formula has the mining companies paying 2% x $11.76 per ton x number of tons shipped. The per-ton figure is based on old range non-bessemer ore, which is not really being mined. The mining industry is presently receiving approximately $29 per ton. The specific tax formula does not fit the type of ore presently mined and shipped. With the per-ton price based on non-bessemer ore, which is not being produced, the price is being cut down, which in turn keeps down the amount of monies received through the tax.

The Minnesota specific taxes are quite complicated. The Minnesota tax has a cost-of-living index built in. Also included is a stipulation that allows that for every 1% of iron content over 50% there is an increase in the amount of taxes-paid. The Minnesota taxes have increased over the years. Very recently an increase of 39c per ton was instituted. The distribution of this 39c allows for 10c to the County, 20c to schools, 1c for environmental, and 8c for a property tax relief account at the State level.

In 1974 CCI showed a net profit of $25,796,000 on total sales of $137,631,000. This is a profit ratio of 19% on sales. For the years 1970-73 the percentage of profit on sales averaged 17%. The Treasurer mentioned that he does have copies of the Minnesota Acts and the Michigan Act. When asked for recommendations the Treasurer suggested the establishment of a Legislative Committee on the County Board level. This Committee could then appoint a fact-finding committee which could make recommendations back to the Legislative Committee. The mining industry affects many areas of concern within the County, so any definite goals and recommendations made by the fact-finding committee should be County-orientated. The Treasurer feels that a study of the situation is definitely needed and a change should probably be made in the specific tax formula.

It was mentioned that the average mileage on a state-wide basis has increased 72% since 1951. The average assessed valuation state-wide has increased 26% in the same period. The specific ore tax has remained the same.

When asked about membership on the fact-finding committee, the Treasurer suggested that it be limited to about 7 members. Suggested membership would be: a member of the County Board, a banker, an attorney, a representative from the mining industry, an economist, and a representative from the steel workers. The Treasurer will submit to the Committee a copy of the information presented for the Committee’s records. The Equalization Director and the Treasurer mentioned that their major purpose in coming to the Committee was to show that a study of the problem is necessary and, mentioning that they would continue to gather any information they can, then left the meeting.

In discussing the information presented, the Committee felt that a fact-finding Committee should be set up. If a Legislative Committee is added to the present standing committees, it could be done at the organizational meeting in January. The Act should be changed, although a detailed, in-depth study should be done before any recommendations are made. After further discussion it was moved by Commissioner Anderson, supported by Commissioner Racine and unanimously adopted that this Committee recommend to the Board that the facts and figures presented by the Equalization Director and the Treasurer warrant further study of the Specific Ore Tax Act and that a fact-finding committee be established to further study the problem and assist the Budget and Executive Committee and the County Board in making recommendations to give to the Legislature. It is further recommended that membership on the fact-finding committee be drawn from the areas of banking, an attorney, an economist, steel workers, the County Board, and the mining industry.
Sheriff Lasich then joined the meeting for the bid opening for unmarked cars for his department. It was felt that at this time it is not necessary to purchase two cars, as there is no person working in the capacity of detective. One car is needed for the transportation of prisoners and mentally disturbed. When not being used for transportation purposes, the car could be used for Sheriff's Department transactions within the County. Bids were taken on both a smaller car, which was to be used for local travel, and a larger car for longer trips. Bids for the smaller car were received as follows:

Frei Chevrolet of Marquette 1975 Nova $3,599.63
Dale's Motor City-Ishpeming 1975 Dodge Dart 3,710.00
Mqt. Public Service Garage 1975 Olds Omega 3,816.00

It was felt that, if only one car is purchased, it should be a larger car. After discussion it was moved by Commissioner May, supported by Commissioner Goldworthy and unanimously adopted that all bids received for the smaller car be rejected, as it is not being purchased at this time.

Bids received for the larger car were as follows:

Dale's Motor City-Ishpeming 1975 Dodge Coronet $3,930.00
Mqt. Public Service Garage 1975 Pontiac Catalina 4,224.00
(if purchased after Sept. 25, 1975)

In reviewing these two bids it was noted that the Coronet did not meet specifications in that it has a 6-cylinder engine and the specs called for a V-8. During discussion it was felt that the bid for the Catalina was very good and met or exceeded all specifications. After discussion it was moved by Commissioner Anderson, supported by Commissioner Racine and unanimously adopted that this Committee recommend to the Board that the bid of Marquette Public Service Garage for a 1975 Pontiac Catalina at the quoted price of $4,224 be accepted with delivery after September 25, 1975. Sheriff Lasich then left the meeting.

Mr. Art Draper, representing AMCAS then joined the meeting. Mr. Draper reported that the number of juvenile delinquents using the services of AMCAS has increased substantially. AMCAS presently has a program set up for delinquents. This is the Main Line program which uses mini bikes to establish communication with 12- to 15-year-olds. The program is new and has 16 bikes, helmets and trailers which were donated. K.I. Sawyer has volunteered the use of a hangar for winter riding. Presently there are 15 juveniles in the program, some of whom were referred by the Juvenile Office. There is presently a male counselor for the program. What Mr. Draper is requesting is an $8,000 appropriation from the County to hire a female counselor. The $8,000 would cover the salary, fringe benefits and travel for a one-year period. This counselor would be used just for the mini bike program although some overlap may occur with other AMCAS programs. Mr. Draper was told that at this time the County is in the process of reducing budget requests because of lack of funds, but this request would be considered with other requests submitted. It was mentioned that the request is a small investment for the return that can be expected. Mr. Draper was told that the request would be considered, and then left the meeting.

Prosecutor Walker then joined the meeting for a discussion of the requests from the cities of Negaunee and Ishpeming to have an Assistant Prosecutor located there. Mr. Walker mentioned that he and his staff are as available to the Ishpeming and Negaunee area as they are to other areas within the County. He has requested that the police departments either call or come to Marquette more often. The Prosecutor has requested in the 1975 and also the 1976 Budgets money to establish a part-time office in either Ishpeming or Negaunee. However, at this time it is not financially feasible to establish a part-time office. It was mentioned that the police departments involved have a limited number of personnel and travel time is an important factor. During discussion it was felt that the Committee should have some facts and figures as to how many requests are received. This information would help in deciding whether a part-time Prosecutor should be hired for the Ishpeming-Negaunee area. The time will be on a priority basis, but at this time it cannot financially be done. Prosecutor Walker then left the meeting.
The Committee then reviewed resolutions submitted by Dickinson County. After review the following resolutions were ordered placed on file:

1. Resolution establishing the Dickinson-Iron Community Mental Health Program.

2. Resolution clarifying an agreement between Dickinson County, Iron Mountain City and Trico, Inc. concerning the operation of the Dickinson County swimming pool and Iron Mountain Community Services Center.

3. Resolution allowing the City of Kingsford authority to sink well to explore for a source of underground water on Dickinson County property.

4. Resolution designating a member to serve on the CUPPAD Criminal Justice Planning Committee.

5. Resolution concerning Dickinson County’s Employment Compensation System. (In January Marquette County elected to go on the reimbursement method for unemployment compensation. Dickinson County elected to establish their own system. The resolution concerns counties who have established their own Employment Compensation System.)

6. Resolution appointing a member to the Dickinson County Housing Commission.


The following Dickinson County resolutions will be read at the next Board meeting:

1. Resolution regarding senior citizens receiving social security and living in nursing homes. Most of the social security payment is used for room and board and a very minimal amount is allowed for the person’s personal expenses.

2. Resolution concerning application for a license to operate bingo games at the Dickinson County Fair.

The following communications, which will be presented at the next Board meeting, were reviewed:

1. A resolution establishing the County Civil Defense Director as the Surplus Property Coordinator for the County.

2. Communication from Alger County Community Mental Health Program regarding clarification of a Section of Act 258.

3. Resolution from CUPPAD establishing membership on the OEDP Committee and setting the County appropriation for 1976.

4. Communication from UPTPA concerning their fall advertising newspaper, magazine and radio campaign.

5. Communications from State Senator Hauck and John Woodford of the State Highways and Transportation Department regarding extension of the U.S. 41 bicycle path.

6. Communication from the DNR regarding designation of high risk erosion areas under the Shorelands Protection and Management Act.

7. Communication from the DNR regarding the 1975 state payment for the Marine Safety Program.

8. Communication from the DNR regarding increased staff and funding for soil erosion and sedimentation control.
9. Communication from the Michigan House of Representatives regarding the first series of hearings on the proposed revision of the Juvenile Code.

10. Communication from the Department of Treasury regarding amendments to the Compiled Laws allowing for the County purchasing property under the Installment Plan.

11. Communication from the Department of Social Services regarding the 1975 evaluation of the County Juvenile Home.

12. Communication from Governor Milliken regarding designation of health service areas under the Health Planning and Resources Development Act of 1974.

13. Communication from Neguanee Post of the Michigan State Police regarding a CETA summer employee.


The Committee then discussed a communication from CUPPAD concerning industrial development projects. The communication is a call for projects for the fiscal year 1977. It was felt that at present there are no industrial development projects. The Controller was directed to check to see if any projects have been submitted in the past and, if so, forward the information to them.

The Committee then briefly reviewed a communication from UFCAP regarding an appropriation in the 1976 Budget. After discussion this request was ordered filed with the other requests for 1976.

The Committee reviewed a communication from Bay Cliff Health Camp. The communication notes that the 1975 summer session was successful and asks for their 1975 appropriation. The Controller reported that their appropriation would be paid and the communication was placed on file.

The Committee then reviewed a communication from the Salvation Army. The communication was referred by the Board for action by this Committee. In reviewing the communication it notes that the Kent County United Way should not be expected to absorb the cost for free care given. After discussion it was felt that the communication should be referred to the Marquette County United Way for their consideration.

The Committee then read and discussed a communication from the Michigan Association of Animal Control Officers. The communication notes that an in-training conference will be held September 17, 18 and 19. With the County not having an animal control officer, the communication was placed on file.

The Committee then discussed a communication from the Marquette Area Chamber of Commerce regarding a Marquette County Tourist Brochure. They are asking the Committee for financial assistance in publication of the brochure. The Controller was directed to respond to the communication and notify the Chamber that the next meeting of this Committee will not be until after the budget for 1976 is adopted. A special appropriation would be required to allow any assistance in publication. If a member desires to appear before the Committee at that time, the request will be considered.

The Committee then discussed a communication from the County Clerk. The communication notes that one of his employees is presently using a table as a desk and a very old chair. If a new desk and chair are purchased, the table could be used in the vault. The total cost of a small desk and a chair is approximately $427.50. After discussion it was moved by Commissioner Doucette, supported by Commissioner May and unanimously adopted that this Committee recommend to the Board that the County Clerk be allowed to purchase a small desk and a chair for his office for an amount not to exceed $427.50 and that the County Clerk's budget be amended accordingly.

There being no further business, the meeting adjourned.
A special meeting of the Budget and Executive Committee was duly called and held on Monday, September 22, and again on Monday, September 29, 1975, at 9 a.m. at the Courthouse.

Present: Commissioners Anderson, Doucette, Goldsworthy, May, Racine and Trapp.

Absent: None.

The meeting was called to order by Chairperson Trapp.

The meetings were called for the purpose of discussing with the department heads their budget requests for 1976. All department heads were told that there is limited finances to work with for 1976. Beyond any cuts made they were told that a further 10% reduction may be required.

District Judges Catel and Easton joined the meeting to discuss the District Court Budget. In reviewing the budget it was mentioned that the amount allowed for legal fees may be low but the Judges will see if they can manage with the $12,000 figure. The item for Building Rental was reduced from $5,100 to $3,600. Judge Catel mentioned that under Office Equipment he would like to consider air conditioning at the Ishpeming location. The City of Ishpeming may be willing to install it on a 50-50 basis. It was mentioned that CETA Funds end November 30, 1975. The CETA clerk has been included in the 1976 budget request. Judges Easton and Catel then left the meeting.

County Planner Lyn Johnson joined the meeting to discuss the Building Code and Planning Commission Budgets. In the Building Code Department Office Equipment was reduced to $1,000, Office Supplies were reduced to $5,000, Building Rental was reduced to $1,650, Memberships and Subscriptions was increased to $150. Travel was increased to $6,200, and the Appeals Board per diem was reduced to $1,000. The structural inspector and inspector trainee are CETA Title II positions. Funding for these positions will end on July 1, 1976. These positions will be maintained and salary amounts totaling $9,980 were added to the budget to carry these positions for the last six months of 1976. In the Planning Commission Budget Office Supplies was reduced to $500, Building Rental reduced to $1,650, and Memberships and Subscriptions increased to $150. The Assistant Planner is in a CETA Title VI position. With this position ending in November of this year, the amount of $10,900 was added to the budget to cover the position for 1976. Mr. Johnson then left the meeting.

Circuit Judges Davidson and Quin nell then joined the meeting for a discussion of their budget. The amount for Stenographers Transcripts was reduced to $12,000, Office Supplies was reduced to $1,200, Library Books and Periodicals reduced to $700, and Office Equipment reduced to $1,000. It was mentioned that the amount budgeted for Travel includes travel for the Jury Board and the Friend of the Court. On Legal Fees a portion is reimbursed through the use of court costs and the State pays for cases involving branch prison inmates. Judges Davidson and Quin nell then left the meeting.

Social Services Director Fontaine and a member of the accounting staff joined the meeting to discuss their budget appropriation. It was mentioned that with the state takeover of General Assistance costs it is quite hard at this time to determine what will be needed to operate the department. It was felt that an appropriation of $200,000 should operate the department for a year and still allow for balance enough to carry the department through the first three months of 1977, when the next appropriation will be needed. The representatives from the Department of Social Services then left the meeting.

Judge DeFant then joined the meeting to discuss the Probate Court and Juvenile Division budgets. In the Juvenile Division Witness Fees and Travel was increased to $500, Printing and Binding increased to $400, and Legal Fees increased to $10,000. The budgeted amount of $250 for Office Supplies - Photography was deleted, as it is now incorporated into one Courthouse Photography Budget. In the Probate Court Budget Office Supplies - Photography of $150 was deleted and Office Equipment and Furniture was reduced to $500. Some discussion was held on the budgeted item for Mental Health Examinations and Fees. This item should be minimal, as the Mental Health Clinic now has two doctors who will make examinations at no cost to the County; an amount of $500 was budgeted for this. Probate Court has a CETA position for clerk-typist. The funding for this position will end on July 1, 1976. The amount of $3,616 was added to the budget to carry the position for the last ½ of 1976. Judge DeFant then left the meeting.
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Mr. Stoddard, Director of the Commission on Aging, then joined the meeting for a discussion of his budget. The tentative amount set earlier for the Commission on Aging did not consider the fact that both the Director and the Secretary are not FERA positions. The Secretary will need funding to start at the beginning of the year and the Director to start on July 1, 1976. With these amounts added the tentative Commission on Aging appropriation was set at $36,946. Mr. Stoddard then left the meeting.

County Clerk Skewis then joined the meeting. With the new campaign financing law the County Clerk will be required to add an additional file system. With the amount required for the necessary forms the Printing and Binding budget was increased to $5,000. The amount for Telephone was increased to $875, the amount for Office Supplies - Photography was deleted. The Clerk requested that the amount for insurance and bonds be increased to $375. Presently, he is the only one in the office that is bonded. He feels his deputy clerks should also be bonded. The Clerk then briefly discussed the Elections Budget. He feels that he should have some input into the preparing of this budget. He feels that the amount for Board of Canvassers should be at least $4,900 and the Printing and Binding amount should be increased by at least $7,000. These two items will be reviewed. The Clerk mentioned that the Plat Board Budget should be sufficient as is, and he still may be able to cut 10% from it. County Clerk Skewis then left the meeting.

Acocks Medical Facility Board Members Fellow and Coombs together with Business Manager Heibel and Accountant Savitski, joined the meeting to discuss the Acocks Medical Facility Budget. Mrs. Savitski passed to the Committee copies of the anticipated revenues and expenses for the Facility for 1976. The expenses were prepared two ways, one showing the cost if union demands are met and the second if union demands are not met. The main reason the Facility is not breaking even in operations is due to the medicaid reimbursement being less than the costs incurred. There is between a $4- and $5-loss per patient per day under the medicaid formula. It was felt that a tentative appropriation of $120,000 should remain as is. The Acocks representatives then left the meeting.

Dr. Richard Potter joined the meeting to discuss the Health Department Budget. Dr. Potter mentioned that he has anticipated a cut in his request. He has found a few areas in which his request can be reduced. After discussion the Health Department appropriation was tentatively reduced to $226,000. Dr. Potter then left the meeting.

Mr. John Beerling and Mr. Wes Wentala joined the meeting to discuss the Road Commission, Airport, Parks, Harbor, and Forestry Commission requests. The requests of the Parks Commission and Harbor Commission are adequate and no reduction was made in those amounts. The Forestry Commission did not request an appropriation in the 1976 budget. It was felt that the County Airport Commission request should be granted without reduction, as costs of operation will increase with the opening of the new terminal building. The Road Commission request was previously reduced to $300,000. The Road Commission representatives mentioned that their staff and equipment should be increased, but there is a need for more financing in order to do this. If there is a cut back in the County Road Commission appropriation any cuts made would have to come from the local road and equipment portions of the budget. A 10% reduction was made in the Road Commission appropriation, tentatively set at $270,000. The Road Commission representatives then left the meeting.

Judge Defant rejoined the meeting to discuss the Child Care Fund Budget. The Judge mentioned that the present home has been operated fairly cheaply. If at all possible, he would like to have the cost of operating the new facility kept as low as possible. With the opening of the new home, Mr. Merckx will have to be full-time at the home. The salary of the Merckx would be covered 50% by the Child Care Fund. An assistant director of the home has been required by the State and the salary for this employee will be covered by the grant recently received. There was a House Bill recently passed which would change the procedure for paying bills in the Child Care Fund. The old Child Care Fund was County funded 100% until $32,000 was reached. After that point expenses would be on a 50-50 basis with the State. The new law would be on a 50-50 basis from the beginning of the year, but there may be some delay in receiving the State payments. Under the law, bills for services will be sent to Lansing and approved there for payment. With the new home being undetermined at this time, the Judge feels that the requested appropriation of $70,000 should not be cut. He then left the meeting.
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County Treasurer Sodergren then joined the meeting for a discussion of the budget for his department. The Treasurer mentioned that the increased request for Travel was necessitated by the fact that the Treasurer now makes investments in person rather than by mail, the number of safe deposit boxes has increased, and an amount is included to attend the annual Treasurer's Conference. The amount for Travel was reduced to $1,000 which the Treasurer feels would be sufficient. The request for $100 for Furniture and Fixtures Repairs was deleted. The amount for Office Equipment and Furniture was increased to $10,131, the increase caused by the need for various new equipment because of the switch to computer services for tax roll preparation. Mr. Sodergren then left the meeting.

Register of Deeds Nykanen then joined the meeting. In reviewing his request the amount for Telephone and Telegraph was reduced to $425, and the amount for Office Equipment Repairs and Maintenance was reduced to $300. Mr. Nykanen expressed the need for an additional person in his office. The additional person would help in the preparation of financing statements for personal property. He mentioned that one of his employees is doing as much work as, and is responsible for as much as, his Deputy Register of Deeds. He would like to see this employee's salary increased to a rate equivalent to his Deputy. Mr. Nykanen mentioned that he may have found a cheaper system of maintaining plats. A cabinet could be used with the plats hung rather than being placed in large books as is presently being done. Liber being purchased for the plats cost about $200 and hold 30 plats. The new system would cost about $400 and hold 150 plats. The Register of Deeds will check further into this possibility. Mr. Nykanen then left the meeting.

Mr. Schultz then joined the meeting to discuss the Agriculture and Extension Budget. In reviewing the request for this department Office Equipment and Furniture was reduced to $500. There is a need in the department for an electric typewriter. In reviewing the 1975 department expenditures there should be enough money remaining in the Office Equipment budget to purchase this item in 1975. Mr. Schultz expressed the desire that both CETA positions be maintained. If the clerk's position is dropped it would overload the one remaining secretary. The 4-H assistant should be maintained, as the department is now reaching more people than they ever have before. Mr. Schultz then left the meeting.

Tax Equalization Director Schneider then joined the meeting. In reviewing the budget for this department the amount of $25 was added for Advertising. Once a year in February the department is required by the State to advertise the County valuations. The amount for Office Equipment Repairs was increased to $125, as this item has always been over the budget in the past. The $15,000 item under Machinery and Equipment was deleted. This item was for aerial photos of the County. Mr. Schneider will try to seek other sources for these photos. The budgeted item for Service Contracts was increased to $8,200. This will be the County's cost for computer tax service. Mr. Schneider then left the meeting.

Prosecuting Attorney Walker then joined the meeting for a discussion of his budget. In reviewing the budget, the amount of $600 was established for Printing and Binding, Postage was increased to $400, and Memberships and Subscriptions was reduced to $800. Building Rental was reduced to $5,400, as a separate budget amount of $1,200 was established for utilities. The Office Supplies - Photography budget was increased to $1,620 to cover the cost of the copy machine for one year. Library Books and Periodicals was reduced to $1,000 and Insurance and Bonds deleted. Discussion was held on the possibility of using the Prosecutor's part-time janitor to help in cleaning up the Planning Commission Office. It may be possible to have an arrangement whereby each location could be cleaned every other day. Mr. Walker then briefly discussed salaries with the Committee. In his original request he had $28,000 for himself. At this time he feels that $27,000 would be acceptable. His Assistants are now being paid $8,000 and he feels his request of $20,000 for each should be honored, as the Assistants are basically locked in their job. They are not allowed to have a private practice. The secretaries in the office are both very good and he would like to have a salary sufficient to keep them there. The Prosecutor mentioned that this year's budget for Telephone has already been overspent, but he will try to cut down and live within the $2,000 amount set for 1975. The amount for Legal Fees is for divorce reports. This money is paid to the Prosecutor. He is suggesting that in the future this amount be dropped and compensated for by an increase in salary. The Prosecutor then left the meeting.
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Sheriff Lasich then joined the meeting. The budgets for the Jail and Sheriff's Department were first reviewed without including salaries. In reviewing the Jail, the budgeted amount for Board of Prisoners was discussed. The total of $25,500 included $5,200 for the salary of the Cook. The Cook's salary was removed and placed as a permanent salary. The Sheriff was requested to review the two items, Janitorial Supplies and Other Supplies to see exactly what is being requested. In reviewing the Sheriff's Department Budget, the amount for Printing and Binding was reduced to $400, the amount for Vehicle Repairs and Maintenance was reduced to $200, the amount for Office Equipment Repairs was deleted, Office Supplies was reduced to $800, Other Supplies to 0, and Gas, Oil, Grease, and Anti-freeze reduced to $7,500. The amounts for Machinery and Equipment and Office Equipment were both deleted. It was felt that with three vehicles and a bare minimum of road patrol being performed, the present vehicles could be maintained for another year. The Committee then discussed the staffing requirements for the Jail and Sheriff's Department. The Sheriff is requesting that the Jail budget remain at basically what the State Jail Inspector is recommending, although he is cutting five people off the State recommended total of 20. The Sheriff's Department request includes 9 men for road patrol.

During discussion it was felt that with the financial problems currently being felt the road patrol should be cut to 3. This would give the Sheriff's Department and Jail a total staff of 25, which would include the Sheriff, Undersheriff, 2 sergeants, 2 matrons, one cook, 3 road patrol, and 15 turnkeys. In removing 6 of the road patrol the Sheriff's Department request was reduced by $70,200.

The Sheriff and the Committee then discussed the Snowmobile and Marine Safety Budgets. There was much discussion on the necessity of maintaining the existence of these two departments. If the programs are dropped, the County will have to reimburse the State for the cost of equipment purchased. After much discussion it was generally felt that the two programs should be maintained.

In reviewing the Snowmobile Control budget the amount for Vehicle Operating Expense was reduced to $150. In the Marine Safety budget an amount of $150 was established for Building Rental. The amount of $40 for Printing and Binding was deleted. Sheriff Lasich then left the meeting.

Drain Commissioner Connors joined the meeting to discuss his budget. The Drain Commissioner mentioned that he works very hard on his job and would like to have a salary similar to that paid the Emergency Preparedness Director when the position was part-time. He mentioned that in the performance of his work a typewriter is definitely needed. All that would be required would be a portable typewriter. In this regard $150 was added to the Drain Commissioner's Budget for Equipment purchases. The Drain Commissioner then left the meeting.

The Controller was directed to have a fourth revision of the budget requests prepared for the next meeting of this Committee, which is to be held on Friday, October 3, 1975, at 9 a.m.

There being no further business, the meeting adjourned.

[Signature]
Secretary
October 9, 1975

A special meeting of the Budget and Executive Committee was duly called and held on Friday, Oct 9, 1975, at 9 a.m. at the Courthouse.

Present: Commissioner Anderson, Doucette, Goldsworthy, Hoy and Tracy.

Absent: Commissioner Racine.

The meeting was called to order by Chairperson Tracy.

Sheriff Lasich joined the meeting to discuss three or four items in the Jail and Sheriff’s Departments’ budgets. Under Office Supplies - Photography in the Sheriff’s Department they are presently using a Polaroid camera which is malfunctioning. If it is repaired, the cost for film could be cut in half. With this in mind, the budget amount was reduced from $1,400 to $900.

The item for Janitor Supplies in both the Jail and Sheriff’s Department were discussed. This item includes all cleaning supplies and at the Sheriff’s request included $700 for a vacuum cleaner and floor stripper. Janitor Supplies in the Jail are reduced from $4,520 to $4,200. The amount of Janitor Supplies in the Sheriff’s Department was deleted.

The Sheriff mentioned that practice ammunition is needed for the deputies. In this regard the amount of $350 was established in Other Supplies in the Sheriff’s Department’s budget.

The sheriff mentioned that he has had a short wave station donated to his department. This equipment would bring about $1,000 to $1,500 as a trade in on new equipment. Sheriff Lasich then left the meeting.

The committee had discussed the Personnel Committee’s suggestion to change the salaries for employees. The change would allow for the current rate plus 2% to be paid from January 1, 1976 to April 1, 1976. From April 1st on the 7% increase would be effective. The change would reduce the total General Fund budget by about $14,000. The salaries for department heads, which were tentatively increased by 9%, will be reduced to the 1975 level. A note will be added to the salary page of the report to say that department heads and other non-union employees’ salaries may be increased after the results of the CUNA job classification study is completed. The study may change the salaries of some employees and if so department heads should be changed at the same time.

The committee then discussed the need to have an amount in the 1976 budget to cover the County-wide Central Dispatch System. This item has had previous authorization by the Board and should be included as a special appropriation. CUNA has informed the Controller that the County’s portion of the grant will be $2,736. This amount is added to the budget.

It was felt that with the job classification study a Contingency Fund should be established to cover any necessary salary increases. To cover both department heads and employees, a Contingency Fund in the amount of $3,000 was established. To cover longevity payments the amount of $5,000 was added. To cover cost of living increases expected in 1976 $25,000 was added to the budget.

The committee then discussed the three suggested items in connection with County dog control. The special budget and executive Committee has recommended that all three items be included in the 1976 budget.

It was felt that the funds at this time would not allow the building of the County Dog Warden and the taking of the dog census.

It was felt that the suggested $10,000 appropriation to help in construction of a new shelter should not be made. If the shelter is completed the census or the warden is needed the budget could be amended. After the board meeting adopting the budgets, the Humane Society should be informed that $10,000 has been appropriated to help in the shelter construction and to inform them that the warden cannot be added at this time. The Sheriff’s Department will help in any way that they can.

The committee then discussed the Rehabilitation Ira Ram. A three year grant may be available for this program. County costs for the first year would be $2,345, second year, $2,945, third year, $3,356, and fourth year, $64,000. After consider- able discussion it was felt that the grant application and program should be postponed for a year or two.
The committee then reviewed the Elections Budget. The County Clerk had previously suggested that the increase be made as 1976 is a presidential year. The amount for the board of commissioners was increased to $4,900 and the amount for printing was increased to $46,000.

The committee then discussed a proposal mentioned by Mr. Alden Clark for a County parking lot. As a one time proposal he would be willing to donate additional land to the County in the area of the existing parking lot. A two level parking lot could then be built on the corner, with access to the lower level being from Fourth Street. In addition to the two level parking lot, a two stall garage with automatic door openers would have to be built facing Fourth Street. The garage would be leased to the Clark family at a nominal charge for a period of 30 years.

For the purposes of this budget nothing should be included to cover this suggestion. This year to be a very good idea and should be considered later. A portion of the cost may be picked up from either the Jail Construction Fund or Revenue Sharing Funds.

The committee then discussed the deficit in the General Fund Budget. Presently the amount of about $226,000 is needed to balance the budget. If the Health Department appropriation of $226,000 was paid from Revenue Sharing it would leave the County with about $115,000 to pay from "on-hand in General Fund." If this amount of Revenue Sharing was used the remaining balance would still allow for bond principal payments to be made through 1978. It was tentatively agreed to pay the Health Department a appropriation from the Revenue Sharing Fund.

The committee then discussed the communication from the State Treasury Department. The communication informs the board that, starting with 1976, the Treasurer's Department will charge back to the County a portion of the audit costs. They suggest that the amount of $5,200 be established in the 1976 budget. After discussion it was agreed to add the amount of $5,200 to the budget as a special appropriation.

The committee then briefly reviewed the Social Services appropriation. New information has been received on the State take-over of General Assistance Costs. The information showed a higher estimate on the County's share of State Income Tax. It also showed deletion in 1976 of State Revenue Sharing payments. The rent for social Services' office space will be fully paid by the State in 1976. After discussion, it was felt that the Social Services appropriation should not be changed. The items a facing revere will be incorporated into the budget.

The committee then briefly discussed the Circuit Court Promotion Department. Mr. Agrietti has mentioned that he'd like to see at least one of the two CEDA positions maintained by the County. He also suggested that if at all possible it would be nice if the County provided suitable office space for his department. During discussion it was felt that at this point the County should try to provide office space rather than maintaining the CEDA positions.

The discussion of office space for the Circuit Court Promotion Department led to the discussion of the possibility of having the Prosecuting Attorney's Office located in the Sheriff's Residence. If there is sufficient room the move from his present location could save the County about $8,000. Further discussion on these matters will be held.

The committee then reviewed the detail of the General Fund. The following changes were made:

1. Board of Commissioners' memberships increased to $2,295.
2. Circuit Court - The bailiff's salary was inadvertently over-looked. $10,775 was added to cover this position.
3. Courthouse Budget - Maintenance Engineer's position was not included. $10,400 was added to cover this position.
4. Agriculture and Extension - $3,562 was added to cover the 4-H Coordinator position after CEDA Title II ends on June 30, 1976.
5. The Drain Commissioner's salary was set at $1,500.

7. The Sheriff's Department - The County should be supplying Night Road Patrol. The salaries of two additional men in the amount of $23,400 was added.

The Controller was directed to re-work the budget and have the General Fund balance for the next meeting of this committee.

There being no further business, the meeting was adjourned.

[Signature]
Secretary
A regular meeting of the Budget and Executive Committee was duly called and held on Monday, October 6, 1975, at 7 p.m.

Present: Commissioners Anderson, Doucette, Goldsworthy, May, Racine and Trapp.

Absent: None

The meeting was called to order by Chairperson Trapp.

District Court Judge Easton joined the meeting to discuss the Hidemeann Iration Program. He has been in communication with Mr. Agriesti, Circuit Court Probation Officer. The feeling of the men is that the two programs may be able to be combined. In this way staffing could be reduced in that the same secretarial help would work with both functions. The office quarters presently occupied by Mr. Agriesti’s department are rather cramped and if a combination of departments would mean a move to a larger office it would be most helpful.

Judge Easton feels that it is not really necessary to have two offices and two secretaries for operation of the Hidemeann Iration Program. Basically, what is needed is an overseer to make sure that these persons on probation attend the various programs designated by the Judge. Further discussion on the matter concerning the combination and new office space will be discussed at a later date.

The committee then briefly discussed with Judge Easton the possibility of having public defenders for the County’s Court System. U.S. Legal services bid on this type of service in 1972 at a cost of $25,000 per year. It appears now that the County bar Association disapproved of the idea. It was mentioned that this is an area that probably should be reviewed in the future. Judge Easton then left the meeting.

The committee then discussed a communication from the County Planner. The communication urges that the County Board adopt a resolution in support of a West County Regional Water Supply. A resolution has been drawn up which would support the Regional water supply. After review and discussion of the resolution it was moved by Commissioner Doucette, supported by Commissioner Anderson and unanimously adopted that this committee recommend to the Board adoption of the resolution.

The committee then read and briefly discussed the communication from Friend of the Court, Mr. Harold Van Soverloot. The communication requests a raise in salary for himself and his secretary. After discussion the communication was ordered referred to the Personnel Committee.

The committee then reviewed several documents submitted by the County Harbor Commission. The information supplied relates to an engineering study on the Big Bay Harbor. The request to pass resolutions and appropriate money for this purpose has come up in the past. It was felt that at this time a project of this nature can not be supported and after discussion it was moved by Commissioner Anderson, supported by Commissioner Racine and unanimously adopted that the materials be placed on file and a letter be written to Mr. Beeling explaining that because of the tight budget this project can not be supported at this time.

The committee then discussed the need to have a transfer of $245,000 made from the Revenue Sharing Fund to the Courthouse Annex Construction Fund. The transfer is necessary in that the bids for construction were higher than the amount of bond money available. It was moved by Commissioner Doucette and supported by Commissioner May and unanimously adopted that this committee recommend to the Board that the transfer be made.

The following communications which will be presented to the Board at its next regular meeting were read and discussed:

1. Communication and attached resolution from the United Steel Workers of America supporting a change in the iron ore specific tax.

2. Notice of a Public Employer Labor Relations Workshop to be held in Sacraman on November 5, 1975.

3. Communication from the Road Commission with an attached legal opinion concerning the legality of the County Road appropriation.
4. Notice that the terms of Mr. Holly and Mr. Farrell on the Planning Commission expire on November 21, 1975. Both have indicated that they would consider re-appointment.

5. Notice of UI/TA's annual convention to be held in the Sault on October 20, 1975.

6. Notice of a MAC County Physical and Economic Development Workshop to be held in Gaylord on October 15, 1975.

7. Communication from the State Department of Labor regarding the State Construction Code.

8. Resolution from Bay County regarding legislation to reduce excessive muffler noise from snow machines, motorcycles and other motor vehicles.

The committee then read and discussed a resolution submitted by Neosota County. The resolution represents their opposition to the antlerless deer permit areas. Inasmuch as there are no antlerless permit areas within the Upper Peninsula, it was moved by Commissioner Anderson, supported by Commissioner Racine and unanimously adopted that the resolution be placed on file.

The committee then read and discussed the communication submitted by Circuit Court Judge Davison in regard to the County Law Library Fund. Due to an accounting error the fund is now overdrawn in the amount of $148.71. The Judge is requesting a transfer from the General Fund of an amount to cover the overdraft plus $928 to cover bills for the remainder of the year. During discussion it was felt that this fund should try to live within the amount appropriated as do all other departments. To remove the existing overdraft it was moved by Commissioner Anderson, supported by Commissioner May and unanimously adopted that this committee recommend to the Board that the amount of $148.71 be transferred from the General Fund to the Law Library Fund and the budget be amended accordingly.

Prosecuting Attorney Walker then joined the meeting to discuss the possible use of the Sheriff's Residence as an office for his department. The Prosecutor has reviewed the plans and members of his staff have toured the facility and feel that it could be used as an office with a few minor changes. He'd suggest that a doorway be added between the kitchen and dining room and also between the living room and dining room. In addition to this, lighting would be required. He feels that four 4' fluorescent lights in the living room and one or two 4' sections in the other rooms would supply sufficient lighting. He mentioned that draperies should also be added. He feels that a move could be made from his present location to the Sheriff's Residence by December 1, 1975.

Our Gun Shakerie has tentatively agreed to let the prosecutor out of his lease. It was felt that the County Lands and Buildings Committee should review this possibility and will inform the prosecutor of their decision on October 20, 1975.

One matter to be discussed by the County Lands and Buildings Committee is what will become of the Friend of the Court's Office. If the lease is dropped his office will have to be housed somewhere.

It was mentioned if the lease is dropped and the Prosecuting Attorney moves there would be a savings to the County of about $4,000 per year. Further discussion on this matter will be held by the County Lands and Buildings Committee.

The committee then discussed a verbal communication from Mr. Novacch, who is a counselor with ALGBA's Mini-Bike program. The program needs a pass through agency to handle Federal Funds. The ERGA is putting up the necessary matching funds and a political subdivision is needed to transfer the money from the Federal Government to the Mini-Bike Program. The Probate Judge has said that Marquette County would not help in this regard.

Along with this there has been some question as to liability if someone is hurt. The Prosecuting Attorney could check into this area.

Mr. Novacch has tried the Intermediate School District and ran into some technicality which would not allow them to be the pass through agent. After discussion it was
generally felt that the County should look into the possibility of being the pass through agent. CUFAC Criminal Justice Planner DeLeeuw will be asked for any information he may have about the program.

The committee then discussed the abandonment of a section of railroad by Northwestern Railroad. The section of track is located near Guinn in Forsyth Township. It seems that the railroad has been used by snowmobilers in the past. The railroad company has removed the tracks and taken only the good ties. The remaining ties, which in many cases are half out of the ground, will create a serious hazard for any snowmobilers using the area this winter. They have also taken down a bridge which left a hazard to persons who may use the river for canoeing purposes. Northwestern Railroad could be asked to clean up the area since the land may revert back to the County. The Road Commission has been advised of the problem and are looking into the possibilities of the area.

The committee then discussed the communication from County Planner Johnson. The communication points out that there is a need in his office and the Building Code Department for a notary. He had submitted a requisition to have the County pay for the notary fees for two people in his office. The request was refused by the Controller because the County does not pay the notary fees for any employers in any other office. After discussion it was moved by Commissioner Racine, supported by Commissioner Loucette and unanimously adopted that a communication be sent to the Planner informing him the payment for notary fees can not be justified as there is a long-standing precedent of not paying notary fees for County employees.

The committee then discussed the matter of setting up a committee to study the specific ore tax. It was felt that recommendations should be asked for from the various groups to be included. Chairperson Trapp will draft some letters to seek a list of recommendations from the following groups: County Bar Association, United Steel Workers, Cleveland Cliffs Iron Company, County Bankers Association, Northern Michigan University's Economics Department, the Marquette County Townships Association and the Intermediate School District, for a representative from the west end of the County. Other persons and groups not specifically on the committee could be called in as fact finding consultants.

The committee then reviewed the 1976 budget. With the salaries set as recommended by the Personnel Committee and all other changes made there is a need of $303,625.15 to balance the budget. As previously discussed the Health Department appropriation should probably be made from Revenue Sharing Funds. This should lower the amount needed to $77,680.15. The amount to be used from monies on hand in the General Fund should probably not be any higher than $20,000 to $40,000. With this in mind it was felt the Commission on Aging appropriation of $36,946 should also be made from Revenue Sharing Funds. It was felt that the Revenue Sharing monies basically must be used in that the budgets have been reduced to the minimal amount required to operate.

It was mentioned that the debt retirement payments in the amount of $160,000 would have been spent on other areas. The Tax Allocation Board has also cost the County about $100,000 in ad-valorem and specific taxes by reducing the County's allocated mileage from 6.85 to 6.55 mills.

In addition to these items, operations of the new jail has required substantial additional staffing to meet State requirements. The County's construction projects have also increased substantially in the past year.

A portion of the money being transferred from Revenue Sharing is interest which has been earned on that fund since Revenue Sharing started. This would mean that the County is not using actual Revenue Sharing payments to cover the total need. The Controller's Office was directed to prepare a narrative to include the above mentioned reasons for the increased General Fund budget and the use of Revenue Sharing Funds.

It was mentioned that the Board should probably meet as a committee of the whole prior to the 10 a.m. Annual meeting in order for all commissioners to review and discuss the proposed budget. These notices will be included with the notice sent
from the County Clerk's Office to have the committee of the whole meet at 9 a.m.
on October 14, 1975.

There being no further business, the meeting adjourned.

[Signature]
Secretary
A regular meeting of the Budget and Executive Committee was duly called and held on Wednesday, November 12, 1975, at 7 p.m. at the Courthouse.

Present: Commissioners Anderson, Goldsworthy, May and Trapp.
Absent: Commissioners Doucette and Racine.

The meeting was called to order by Chairperson Trapp.

Mr. Bob Novak, with the AVCA mini bike program, joined the meeting and presented a short film and presentation on the program. He also handed out a booklet showing the purpose and objectives of the program. The purpose of the presentation was to show that the program is useful and is working. Presently, there are two groups of 15 using the program. There are plans to add at least two more groups in the near future. The program needs a unit of government to act as a pass-through agent for possible grant funds. There would be no cost to the County if they acted as the pass-through agent. Mr. Novak stated that there will be no liability to the County if any injuries occur; there is insurance to cover this. This question has been put to the Prosecuting Attorney, but to date there has been no response. During discussion Mr. Novak stated that the program is supervised, and there is really no chance of having an individual using the bike on his own. The program is established for juveniles between the ages of 12 and 15. Stating that it would be very helpful if the County would act as the pass-through agent, he then left the meeting.

After reviewing the information presented, it was moved by Commissioner May, supported by Commissioner Anderson and unanimously adopted that, pending approval on the liability question by the Prosecutor, this Committee recommends that the Board act as the pass-through agent for any funds generated for the program.

Mr. Mel Sweany and Mr. Bill Sweany, representing Farm Bureau Insurance and Mr. Wes Wentala from the Road Commission joined the meeting for a discussion of Road Commission insurance purchase practices. Presently, the Road Commission uses the Marquette County Association of Insurance Agents. This Association is made up of only independent agencies within the County and does not include "direct write" companies. Farm Bureau is suggesting that the County Road Commission use open bidding for their insurance policies to allow any and all companies in the area a chance to participate. They mentioned that they cannot guarantee that they could get the County a low rate; they just would like a chance to bid on coverage. If they were to bid on the insurance, they would need about 30 days lead time, as the bidding figures are computed in their home office downstate. Mr. Wentala pointed out that the Association was formed in the early 1950's and has been very beneficial in that they have made many suggested changes that have saved the County money. They recently suggested and set up package policies for the Road Commission buildings and equipment. Mr. Sweany noted that their company could also deal in package policies and could provide any and all types of insurance. During discussion it was mentioned that the main concern of the County is to get the best possible coverage for the best possible price. Farm Bureau is in the process of reviewing the Road Commission insurance in preparation of a bid for the coverage. They will be contacting the Controller for information on other County Insurance for possible preparation of a bid on that coverage. Mr. Wentala suggested that the secretary of the Association should be notified to discuss the matter, as there are many things to take into consideration if switching insurance. These gentlemen then left the meeting.

Maintenance Engineer Hillier then joined the meeting with a listing of tool and equipment needs for basic operation of the Maintenance Department. The total of the equipment is approximately $1,600. The list was reviewed on an item-by-item basis. Clothing items of two shop coats and a pair of leather gloves, along with a small vise and an anemometer, were deleted in arriving at the $1,600 figure. After reviewing the listing, it was moved by Commissioner Anderson, supported by Commissioner Goldsworthy and unanimously adopted that this Committee recommend to the Board that an amount not to exceed $1,600 be authorized for tools and equipment for the Maintenance Department and the Courthouse Budget be amended accordingly.

Emergency Preparedness Director Zorza joined the meeting to discuss a lengthy resolution establishing policy, organization, duties and responsibilities of the Emergency Services Office. The resolution is a standard form prepared by the Emergency Services Division of the State Police. It was suggested that
the form be used and any necessary changes made to suit the needs of the County. Without the passing of this resolution, the Marquette County Emergency Services Office would not be considered by the State Office of Emergency Services for any possible federal grants. After discussion it was moved by Commissioner Anderson, supported by Commissioner Goldsworthy and unanimously adopted that this Committee recommend adoption of the resolution by the County Board. (A copy of the resolution is attached hereto and made a part of these minutes.)

The Committee then read and discussed a communication from the Marquette County Townships Association regarding auditing for the townships. The townships within the County would like to be under one auditing firm for audits of their books. The communication requests that the County Board file a resolution of intent with CUPFFAD for the purpose of having local governmental units' audits done on a contractual basis. The Committee felt that further information is needed as to why a resolution by the County is necessary, and after discussion it was moved by Commissioner May, supported by Commissioner Anderson and unanimously adopted that this Committee respond to the letter and ask for further information on what is desired.

The following communications, which will be presented at the next Board meeting, were read and discussed:

1. Communication from Accocks Medical Facility regarding their post certification report from the Department of Public Health.

2. Communication and attached resolution from Wayne County regarding the Public Works Emergency Act.

3. Communication and booklet from the Children's Charter of the Courts of Michigan regarding assistance to community groups desiring to establish programs for youngsters.

4. Communication from Carp River Forge Association to Governor Milliken regarding his veto of a bill which would assist in the development of a park on the Forge site.

5. Communication from County Planner Johnson regarding federal and state assistance for housing projects.

6. Communication from the County Controller's Office regarding a correction to the report adopted in October 1975, for the tax levy in Tilden Township.

7. Communication from the State Highway Department regarding U.S. 41 construction project south of Marquette.

8. Communication from State Highways Department regarding federal highway monies to be used for bike way projects.

9. Resolution from Washtenaw County regarding Senate Bill 399 which would allow sex education in the public school system.

10. Resolution from Barry County regarding the Political Reform Bill.

11. Thank-you note from Mrs. Henry Pepin.

The Committee then read and discussed a communication and notice from the Federal Executive Board regarding a workshop on energy conservation to be held in Detroit on November 20, 1975. It was felt that it would not be necessary to have any County representatives at the workshop, and after discussion the communication was ordered placed on file.

The Committee then read and discussed a resolution from Oceana County regarding a college of optometry for Ferris State College. They felt that, inasmuch as the resolution has no effect on the County, it should be placed on file in the Controller's Office.

The Committee then read and discussed a resolution submitted by Gogebic County regarding deer herd control and antlerless permit areas. It was felt that this resolution also has no real effect on the County, and it was ordered placed on file in the Controller's Office. (Copies of these resolutions are available for Commissioners' review in the Controller's Office.)
The Committee then reviewed a notice of a meeting submitted by the Bureau of Water Management. The meeting concerns Section 208 of the Federal Water Pollution Control Act. The meeting was held last night and Chairperson Trapp was in attendance to present the County's views on the matter. The notice was ordered placed on file.

The Committee then read and discussed a communication from UPACHEA requesting an appropriation for 1976. The request was for an amount higher than that appropriated in the budget which was recently adopted. It was felt that they should receive only the amount appropriated in the budget, and the communication was placed on file.

The Committee then reviewed a resolution from Gogebic County concerning pollution of Lake Superior by commercial merchant ships. It was felt that this resolution is a proper matter for discussion by the Environmental Quality Committee, and after discussion it was moved by Commissioner May, supported by Commissioner Goldsworthy and unanimously adopted that the resolution be referred to that Committee for their consideration.

The Committee reviewed a communication from Acoks to Representative Jacobetti. The communication thanks him for his help in obtaining additional reimbursement for the facility. After review the communication was ordered placed on file.

The Committee reviewed a resolution submitted by Lapeer County regarding amendments to House Bill 4392. This bill concerns changes to the operation and setup of County Child Care Funds. The resolution recommends approval of proposed amendments to the bill proposed by the Michigan Juvenile Court Judges, but it does not state what the amendments are. After discussion it was moved by Commissioner Anderson, supported by Commissioner Goldsworthy and unanimously adopted that further discussion on the resolution be tabled until further information can be received on the matter.

The Committee then reviewed some communications received regarding the term which expires on the Social Welfare Board. Mr. Frank Valenti has submitted a communication which states his qualifications and expression of views on membership to the board. The present member on the board whose term expires, Mr. Richard Hammerschmidt, has also expressed an interest in re-appointment. It was noted that Mr. Hammerschmidt is also serving a term on the County Health Department Board which has expired. The Controller was directed to contact Mr. Hammerschmidt to see if he is interested in re-appointment to the Health Board.

The Committee briefly reviewed a newsletter submitted by the Intergovernmental Personnel Act Program. The newsletter reviews different things that the IPA has done. The newsletter was ordered placed on file at the Controller's Office where it may be reviewed by any interested Commissioners.

The Committee read and discussed a communication from Probate Judge Defant regarding the necessity for an additional appropriation to the Child Care Fund. The request is for an additional $30,000 to cover the period from October 1 to December 31, 1975. It was noted that this is the second year in a row in which an additional appropriation will be required for this Fund. It was felt that, in the future, a more accurate request should be made of the Board so that additional appropriations will not be required. Through October 1975, the account showed an overdraft of about $12,000 and showed an average monthly expenditure of about $1,000. It was felt at this time that an amount should be appropriated to cover the shortage and allow for one month's expenditure and the stipulation made that the fund is not authorized to exceed what has been appropriated. After discussion it was moved by Commissioner Anderson, supported by Commissioner May and unanimously adopted that this Committee recommend to the Board that an additional appropriation of $25,000 be made to the Child Care Fund.

The Committee then discussed the progress made on the establishment of a specific core tax study committee. Letters have been sent out to the various groups for their consideration and recommendation on membership to the committee. To date, written replies have been received from Cleveland Cliffs Iron Company, the U. P. Bankers' Association, and the NMU Economics Department. Telephone contacts have been made by the Marquette Bar Association, the County Townships Association, the United Steel Workers and the Intermediate School District. The U. P. Bankers' Association has recommended two names for possible membership: Mr. Harold Herlich with the First National Bank of Marquette, and Mr. C. Neil King with the Union National Bank of Marquette. Chairperson Trapp will contact the two men to see if they are interested in serving and will also contact Commissioners Doucette and Racine for their views on this representative. The recommendation of the NMU Economics Department is Mr. Philip May. This possible appointment to the study committee was discussed, with Commissioner May not entering into the discussion.
It was felt that Mr. May is the best person for the committee, as he has done considerable work with taxes. It was felt that their would be no problem if he serves on the committee.

After review and discussion on the various recommendations for membership, it was moved by Commissioner May, supported by Commissioner Goldsworth and unanimously adopted that all copies of the letters sent out by the Chairperson of this Committee requesting suggested names for membership, along with the letters of response, should be presented at the next meeting of this Committee for finalization of membership on the specific tax study committee.

The Committee briefly discussed the by-laws for the Transit Authority which were submitted for adoption at the December meeting of the Board. Discussion was held on Article 7 which discusses membership on the Authority. The Planning Commission has been authorized to act as the Transit Authority. Article 9 calls for meetings to be held monthly. The question was raised as to whether this would call for a separate meeting or whether it could be combined with the monthly Planning Commission meeting. Article 10 discusses the format for receiving and dispensing monies. The wording is such that the County Treasurer would have no control over the funds. After discussion it was decided that copies of the tentative by-laws should be sent to all Commissioners for their review and comment. (A copy is attached hereto and made a part of these minutes.)

The Committee then discussed the possibility of the County Treasurer charging an administration fee for his part in handling of DPW construction projects. There are presently four projects under way which have two bank accounts each. There is a great deal of bookkeeping involved with these projects, totaling about 25 hours per month. The Road Commission charges $10 to $12 per hour for their services to the DPW, under the law which allows them to do so. After discussion it was generally felt that a fee schedule should be adopted to start with the initiation of any new DPW projects.

The Committee briefly reviewed a communication from County Planner Johnson regarding a possible change in the building permit fees charged. He is suggesting a charge per square foot rather than the present fee based on construction cost. After discussion it was felt that a copy of the communication should be sent to all members of this Committee, and Mr. Johnson be invited to the next meeting of this Committee.

The Committee then reviewed a brochure prepared by the Ishpeming and Marquette Chambers of Commerce. (Copies attached.) The Chambers of Commerce are asking for help in the cost of publishing the brochure. Their funds have allowed for the printing of 15,000. The cost for additional copies is $80 per 1,000. The 15,000 copies printed will not be enough for all interested groups. To satisfy the needs of the State Highway Department alone, 10,000 copies are needed. It was noted that within the U.P. there are 9 other counties which have participated in the cost of a brochure similar to this one. After discussion it was moved by Commissioner Goldsworth, supported by Commissioner Anderson and unanimously adopted that this Committee recommend to the Board that the County appropriate $500 for the purchase of 10,000 brochures for the Ishpeming and Marquette Chambers of Commerce.

For the information of all County Commissioners, attached is a communication from the County Road Commission explaining their Cash and Investment Fund balances as of October 1, 1975.

There being no further business, the meeting adjourned.

Mary K. Under
Secretary
December 8, 1975

A special meeting of the Budget and Executive Committee was duly called and held on Monday, December 8, 1975, at 7 p.m. at the Courthouse.

Present: Commissioners Anderson, Doucette, May, Racine and Trapp.
Absent: Commissioner Goldsworthy.
In Attendance: Commissioner Leadbetter.

The meeting was called to order by Chairperson Trapp.

The meeting was called for the purpose of discussing new accounting procedures and policies for the County. The Controller reported that the County Board has the authority to return unused fund balances to the General Fund. This may be done at any time, although the end of the year would be the appropriate time for reductions in fund balances.

In the process of making the appropriations it is not necessary to pay an appropriation in a lump sum. Periodic payments can be made and, if done, the periodic payment could be withheld if the department involved shows no need for the money. It was also reported that it is not absolutely necessary to wait until March 31st to make the appropriations. It is allowable to make the appropriations earlier, in either January or February.

The Committee then proceeded to review a recommendation from the Controller's Office regarding the Social Services Fund balance. (Copy attached.) This fund has shown a steady increase since 1971 and has been appropriated more money than it has needed for actual operation. After review and discussion of the recommendation, it was moved by Commissioner Anderson, supported by Commissioner May and unanimously adopted that this Committee recommend to the Board that the sum of $100,000 be transferred from the Social Services Fund to the General Fund.

Chairperson Trapp mentioned that she had been talking with Mr. Holmstrom of MESC. Mr. Holmstrom works with the WIN Program and has suggested that the County take on four or five people under the WIN Program. This Program is similar to CETA in that the County should try to maintain the positions after the WIN funding has ended. This matter will be discussed further at the CETA Allocation Committee meeting to be held on the 15th of this month.

There being no further business, the meeting adjourned.

[Signature]
Secretary
RECOMMENDATION

In reviewing the Social Services Fund balance, it shows a steady increase since 1971. During this period, the Social Services Fund has received approximately $327,424 more than it has had to expend.

<table>
<thead>
<tr>
<th>Year</th>
<th>Balance</th>
<th>Revenues</th>
<th>Expenditures</th>
<th>Excess Rev.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1971</td>
<td>3,006</td>
<td>556,900</td>
<td>641,551</td>
<td>(84,651)</td>
</tr>
<tr>
<td>1972</td>
<td>56,693</td>
<td>874,971</td>
<td>821,285</td>
<td>53,686</td>
</tr>
<tr>
<td>1973</td>
<td>206,506</td>
<td>891,252</td>
<td>741,437</td>
<td>149,815</td>
</tr>
<tr>
<td>1974</td>
<td>351,579</td>
<td>861,773</td>
<td>716,705</td>
<td>145,068</td>
</tr>
<tr>
<td>Nov.</td>
<td>1975</td>
<td>415,085</td>
<td>723,717</td>
<td>660,211</td>
</tr>
</tbody>
</table>

In 1973, the net County cost for operating the Department was $298,666. (Total revenues of $891,252, less County appropriation of $450,000 = $441,251. Total expenses of $739,917, less other revenues of $441,251 - $298,666.)

In 1974, the net County cost for operating this Department was $304,929. (Revenues of $861,776, less appropriation of $450,000 = $411,776. Expenses of $716,705, less other revenues of $411,776 = $304,929.)

1975 figures are not yet available with one month remaining, but using 1973 and '74 as a base and allowing 10% inflation, 1975 net County cost should be approximately $335,000. The 1975 appropriation was $350,000, which is close to the need.

Using the same method, net County cost for 1976 should be approximately $370,000. The 1976 appropriation has been set at $144,000, so as can be seen, the ending 1975 balance should be at least $226,000, to cover 1976 expenses without an additional appropriation....Unknown factor: How much expenses will be reduced by partial state takeover of General Assistance and administrative costs.

Using the information presented, the ending 1975 Social Services Fund balance should be approximately $370,000. (1974 balance of $351,579 plus over-appropriation in 1975 of at least $15,000.)

As previously shown, a $226,000 balance will be required for 1976 operation of the Department. Allowing $34,000 for unexpected increases, I recommend that the sum of $100,000 be returned to the General Fund.

Respectfully submitted,

[Signature]

Garth C. Grier
County Controller

/djv
A regular meeting of the Budget and Executive Committee was duly called and held on Tuesday, December 9, 1975, at 7 p.m. at the Courthouse.

Present: Commissioners Anderson, Doucette, Goldsworthy, May, Racine and Trapp.
Absent: None.
In Attendance: Commissioner Leadbetter.

The meeting was called to order by Chairperson Trapp.

County Clerk Skewis, County Treasurer Sodergren, Commission on Aging Director Stoddard and Commission on Aging Members Harkonen, Potter, Howe, Priuska, Hamel, and Altenbello joined the meeting for a discussion of the billing procedure for the Commission on Aging. It was mentioned that there are different procedures for various different offices within the County and there is a need for uniformity in the operating procedures. It was mentioned at the beginning and at various times throughout the discussion that the discussion is in no way a reflection on people within the department but concerns accounting matters.

County Clerk Skewis mentioned that he is required by State law to have supporting material for any bills paid by his office. He cited 11 examples picked at random from the filed checks on hand in his office to point out that there is no supporting documents for his records. A few examples are:

1. Payment to the secretary for the purchase of a map. No receipt with the voucher.
2. Postage payment to the director with no post office receipt.

Commission on Aging representatives pointed out that the back-up material is on file in the Commission on Aging offices. Mr. Skewis pointed out that the Commission on Aging by law specifically state that the Chairman and Treasurer are authorized to sign the vouchers for payment by the County Clerk. Changes have been periodically made throughout the year which now allow all officers authority to sign the vouchers. He feels that changes of this type to the by-laws should have County Board approval.

The Clerk pointed out that state law requires that a copy of any lease executed for rental of buildings and equipment must be on file in the County Clerk's Office. He does not have a copy of the lease for the office space presently being rented.

Mr. Skewis pointed out that action was taken to allow personnel to attend a meeting down state at a monthly meeting of the Commission where a quorum was not present. Other business was also transacted at this meeting. Commission on Aging members pointed out that a special meeting was held one week later at which a quorum was in attendance and these items were reviewed.

During review of the situation, the County Clerk also mentioned the following items:

1. Vacation policy set for employees was greater than that for County General Fund employees.
2. A line-item budget transfer was made from salaries to the grant account.
3. Vouchers submitted for special project award grants show no information as to what the money is for and whether or not bids were taken, if the grant is for equipment.
4. The Director of the Commission was added to the list of people authorized to sign checks.

Commission on Aging representatives mentioned that when the Commission was established they discussed with former Controller DeBoche various methods for accounting for the Commission. They were offered a choice and chose the present method which allows for individual vouchers to be sent for each supplier. The listing of the monthly bills is typed and sent to Commission members. The Commission on Aging's Financial Committee meets, reviews the bills, and recommends either approval or disapproval for payment. Bills are then acted upon by the total Commission, vouchers signed by the officers, and copies of the vouchers sent to the Clerk for payment.

The Director mentioned that the lease for their present location is in his office, and a copy will be forwarded to the County Clerk for his files.
Regarding special grants, the Director pointed out that the grants are requested by the independent centers. The total proposal and all back-up material are at the Commission on Aging offices. Money not spent by the centers returns to the Commission on Aging at the end of the year. Payments for equipment items is not made until bills are received by the Commission. Payment for grants is generally made quarterly and, if needed, additional payments are not given to a center. In the future, they will have a more detailed explanation on the vouchers submitted for payment.

The Director reported that he is authorized only to sign checks for grants. He is not authorized to sign any vouchers submitted to the Clerk.

Treasurer Sodergren mentioned that he has talked to the State auditors who have been working on the General Fund audits. He mentioned that we are losing conformity with the County, as there are now three different means for which bills are paid. He feels that he is not the custodian of the funds as he should be. Mr. Sodergren feels that the Commission on Aging should be treated as are other General Fund departments with the bills going through the Audit Committee.

Commission on Aging representatives mentioned that their bylaws are based basically on brief guidelines submitted by the State and the bylaws of Schoolcraft County's Commission on Aging. The new Commission, they have encountered various problems and the bylaws have been amended occasionally. Amendments to the budget are approved by the County Board only and need not be submitted to the State.

Mrs. Potter, whose center is a recipient of County money, feels that the clerk's intent is not to dissolve the Commission on Aging. She feels he is not requesting anything that he does not need for the operation of his office. The basic problem is a lack of communication. This same opinion was voiced by the committee members in that few people know what the Commission is doing. There should be, if possible, more publicity made on the actions of the Commission and a stronger line of communication developed between County offices, the Commission on Aging offices, and the County Board.

Commissioner May mentioned that she felt the Commission on Aging answered the problems brought out, and the basic problem seems to be whether the Commission should be handled in the same manner as other General Fund departments or whether it should be handled like an out department or commission. Other out departments or commissions do not provide other than a listing of bills on a master voucher. One check is issued to the out department, who then types up its own checks and payments to vendors. It was stated that, as out departments and commissions, it is implied that they approve their own bills, so the Commission on Aging should remain as an out department and not become a part of the General Fund. She mentioned that the Commission does not handle its own payroll because both employees are under the CEPA Program, which is being handled by the County's General Fund. Salaries for 1976, when CEPA ends, are included in the Commission on Aging Budget.

The Commission on Aging is basically ½ and ¼ -- i.e., partially an out department and partially operating the same as a General Fund department. They are the only group submitting individual vouchers that are not going through the Audit Committee. The Commission on Aging representatives and the County Clerk then left the meeting.

Count Treasurer Sodergren then mentioned two points that had concerned him. In regard to auditing of County accounts, he would oppose the idea of using outside firms of CPA's. State auditors have a specific knowledge in the field of government accounting and offer much more help than can be expected from CPA's. He noted that a bill has been introduced to add another person to the Tax Allocation Board. If this is done, it would even cut the additional school member added in the last year. Treasurer Sodergren then left the meeting.

The Committee then briefly discussed the information presented on the Commission on Aging. It was felt that some decision should be reached in the near future. It was noted that there is a lack of communication and dissemination of information. At this point, the Commission on Aging should supply documentation with the bills submitted until a formal decision can be reached as to how it should be done.
Probate Judge DeFont joined the meeting to discuss the increased costs of the Child Care Fund. He mentioned that it is very difficult to supply a budget request for this Fund. He pointed out that in 1975 alone the rates charged by various institutions have increased at least once and, in some cases, twice. It is difficult to determine how much of a load there will be. When asked, the Judge pointed out that there are only one or two children who have been under foster care for an extended period of time. He mentioned that foster care for children is being cut down due to increased cost for housing children. His department is in the process of setting up a foster care home within the County, as it would be much more economical than sending them away. When asked about referring cases to the Department of Social Services, the Judge pointed out that the State has no established group homes that are very close to the area. If turned over to Social Services and the youth placed in the home, the Judge feels there is about a 90% run-away factor, as the youth prefers to be in a familiar environment.

The new Child Care Laws stipulate that a child should be maintained by the County only for a certain length of time and then referred to the Department of Social Services. The Judge feels that the Social Services emphasis is on the child and they do not work in the area of the child's family. The Judge also mentioned that, to help the problem with the Child Care Fund, in cases involving non-criminal family problems the parents are being charged a minimum of $100 per month for care of the child. Establishing long-term homes within the County will be a help as they are much less expensive than sending the child away. He is exploring every means possible to receive more money into the Fund. The rate being paid for foster homes within the County is being increased as an incentive for the establishment of homes.

The Judge mentioned that it is his understanding that the new Child Care Act will eliminate some costs to the County. Presently, the County pays 100% of the cost until .01% of the County's valuation is reached. At this point, most of the costs are shared on a 50-50 basis. The Judge should know the full meaning and impact of the new Act in January, as a Probate Judges' Conference will be held.

The Committee then mentioned to the Judge that it is hard to tell exactly what is being handled by the Juvenile Division. Information is needed as to number of cases handled, individual case loads, number of referrals, how long each child is maintained, etc. The Judge stated that he receives a report monthly on each child. A running list is maintained by each juvenile officer showing additional children added and deducted. The Judge checks the officer's report against their travel vouchers to see that the proper periodic checks are made on the children. Each officer also maintains a daily log book. The Judge mentioned that the average case load per officer is about 35 active cases. This does not include cases that are not referred to court. When asked, the Judge felt that about 15% of each officer's time is spent on paper work and about 85% either in the field or in court. Judge DeFont then left the meeting.

The Committee briefly discussed a communication and pamphlet from the Children's Charter of the State of Michigan. The information was turned over to Chairman Trapp who will check into the matter and report back to this Committee.

The Committee then read and discussed a communication from the County Planner regarding federal and state assistance for housing projects. It was felt that as further information becomes available on the subject it should be reviewed, and after discussion it was ordered placed on file.

The Committee read and discussed a communication from Barry County regarding the new Political Reform Bill. Before leaving the meeting the Clerk had left with the Committee members a packet of information regarding the bill. It was felt that a decision on the resolution should not be made until the information could be reviewed. Moved by Commissioner Anderson, supported by Commissioner Doucette and unanimously adopted that this resolution be tabled until the next meeting of this Committee.

The Committee then reviewed a resolution submitted by Dickinson County concerning audits. The resolution supports the thought that Counties should
not be charged for audits performed by the State. The resolution also supports the idea that, if counties are to be charged for audits, then the counties should be allowed to hire a local firm of their own choosing. During discussion it was generally felt the Committee could support the portion of the resolution regarding state payment for the audits but not the portion regarding the hiring of CPA's. After discussion it was moved by Commissioner Hay, supported by Commissioner Doucette and unanimously adopted that this Committee recommend to the Board adoption of a resolution supporting state payment of state required audits. (Resolution to be prepared by Controller's Office.)

The Committee then reviewed and discussed a communication from Spectrum Communication Corporation. This is a copy of a communication from Spectrum to the Marquette County CCSEP Committee. Spectrum is upset that they have asked to be but have not been included in any of the discussion regarding the Countywide Central Dispatch Radio System. It was mentioned that after the specifications are written and approved all prospective bidders will be invited to a meeting to review and discuss the specs. The Controller was directed to send a copy of the communication to Mr. DeLeeuw at CUPPAD and request that he respond to it.

The Committee then reviewed a National Federal Aid Briefing notice. The Federal Aid Briefing meeting was held on December 3 and 4, 1975. Due to the late arrival of the notice, it was ordered placed on file.

The Committee read and discussed a communication from the Townships Association regarding township audits. The communication was in response to a request of the Committee for further information. It was felt that this matter should be properly run through the Michigan Townships Association and after discussion the communication was ordered placed on file.

The Committee then read and discussed a communication and resolution from CUPPAD regarding water quality planning under Section 208, The Federal Water Pollution Control Act Amendments of 1972. The resolution would establish CUPPAD as the agency to handle Section 208 of the Act. Section 208 handles the planning for waste treatment. During discussion it was noted that some local units of government within the County have misunderstood the intent of the resolution. CUPPAD should distribute information to local units regarding such resolutions in advance of sending the resolutions for that with the resolution CUPPAD would establish who would maintain water zoning within their district. CUPPAD should apply for funds on behalf of the County. After discussion it was moved by Commissioner Anderson, supported by Commissioner Goldsworthy and unanimously adopted that this Committee recommend adoption of the resolution by the Board.

The Committee then read and discussed a communication from Blue Cross-Blue Shield of Michigan. The communication discusses Blue Cross' new cost containment measures and also discusses a proposed rate increase. After review it was moved by Commissioner Doucette, supported by Commissioner Racine and unanimously adopted that the communication be referred to the Personnel Committee.

The following communications, which will be presented at the next Board meeting, were read and discussed:

1. Communication from Bay Cliff Health Camp thanking the Board for their 1975 appropriation.

2. Communication from UPHC/UPA giving notice of public meetings to be held on their designation as the health systems agency for the U.P.

3. Communication from the County Clerk regarding terms expiring on various boards on or before January 1, 1976. (A copy of the communication is attached for your information).
Budget and Executive Committee
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The Committee then discussed the Specific Ore Tax Study Committee. The following names have been submitted for membership:

Mr. Leslie Richards - The Intermediate School District
Mr. Ernest Fonse - United Steel Workers
Mr. Philip May - NMU Economics Department
Mr. Bill Smith - County Bar Association
Mr. John Kelly - Cleveland Cliffs Iron Company
Mr. Wes Larson - County Townships Association
Mr. Bruce Waananen - Cities of Ishpeming and Negaunee

After discussion it was moved by Commissioner May, supported by Commissioner Doucette and unanimously adopted that these persons as recommended by the various groups be appointed to the County's Specific Tax Study Committee. (At the printing of these minutes, the representative from the U.P. Bankers' Association was undetermined.)

The Committee then discussed the matter of who would be the County Board's representative on the Committee. Commissioner May pointed out what this is a study committee and as such is not a sub committee of the Budget and Executive Committee. A policy has been set whereby the Chairman of the committee serves on any sub committees thereof. It was mentioned that the County Board representative should not be chairman of the study committee. After discussion it was moved by Commissioner Anderson, supported by Commissioner Racine and adopted (Commissioner May voting no) that Commissioner Trapp be the Board's representative on the Specific Ore Tax Study Committee.

It was mentioned that, if possible, all work and communications should be done by the study committee. They may need staff personnel to help with the typing of communications. It may be a good idea to have the meetings taped. It was felt that communications should be sent notifying the people of their membership on the committee. The first meeting should be held sometime in January.

The Committee then discussed the request from Marine Safety Officer Pengrazi regarding a transfer of budget items within the 1975 Marine Safety Budget. Presently, he is about $4,000 under the budget and would like to purchase a new boat and trailer to replace the smaller boat which is owned by the County. The existing boat has no steering wheel and is hard to maneuver. It is also hard to re-load the boat on the old trailer. The total cost of this would be about $1,200. He is asking that this amount be transferred from the salary portion of the budget to machinery and equipment. During discussion it was generally felt that a new boat is not really needed at this time. Moved by Commissioner Goldsworthy, supported by Commissioner Doucette and unanimously adopted that Deputy Pengrazi be instructed to investigate the possibility of adding a steering mechanism to the existing boat.

The Committee then discussed a request of Emergency Preparedness Director Zorza for a budget extension. This office is presently under budget and he is requesting that he be allowed to carry over any unused amount for use toward a training program next year. The program he would like to institute would cost in the neighborhood of $2,000. It was noted that budget amounts for one year cannot be carried forward into the following year. If the training program is to be instituted, a budget amendment for 1976 will be required. Mr. Zorza will be requested to prepare a report showing the type of program involved, expected results, and expected costs, if he wishes to have the 1976 budget amended.

There being no further business, the meeting adjourned.

[Signature]
Secretary
Board of Commissioners
Courthouse
Marquette, Michigan 49855

December 4, 1975

Dear Ladies and Gentlemen:

Please be advised that the following committees either have or will have vacancies before January 1, 1976, and appointments or reappointments should be made.

**Department of Social Services:** Unexpired term of Richard Hammerschmidt (deceased), ending November 1, 1978.

**Department of Health:** Unexpired term of Richard Hammerschmidt (deceased), ending June 1, 1980.

**County Library Board:** Term of Mrs. Lydia Dighera, a five year term ending July 1, 1980. Mrs. Dighera has expressed a desire to be reappointed.

**Acock's Medical Board:** Term of Thomas Fellow, a three year term ending December 31, 1978. Mr. Fellow has expressed a desire to be reappointed.

**Community Mental Health Board:** Terms of 1) Thomas Baldini, 2) Stephen Adamini, 3) Raymond Jason, 4) Hope Y. Trapp. These are three year terms ending December 31, 1978. All persons have expressed a desire to be reappointed.

**Special Election Scheduling Committee:** These are terms for one year only. State Statutes set the membership of these committees as follows.

- One member who is a city clerk
- One member who is a township clerk
- One member who is a member of a local school board
- The County Clerk

Present members are:

Robert I. Pascoe - Champion Township Clerk
Lambert Chard - Ishpeming City Clerk
Mr. Jennings - Negaunee School Board member

All members have expressed a desire to be reappointed.

Sincerely yours,

Henry A. Skewis, County Clerk

Henry A. Skewis, County Clerk
December 29, 1975

A special meeting of the Budget and Executive Committee was duly called and held on Monday, December 29, 1975, at 7 p.m. at the Courthouse.

Present: Commissioners Anderson, Doucette, Goldsworthy, May, Racine and Trapp.

Absent: None.

In Attendance: State Auditors Bob Mikesch and Supervisor Don Duval.

The meeting was called to order by Chairperson Trapp.

The meeting was called for the purpose of reviewing the 1974 audit of the General and Federal Revenue Sharing Funds. Mr. Duval mentioned that they are restricted by state legislature to perform audits on only these two funds. With the new legislation the County will be required to pay a portion of the audit costs. If they audited all funds of the County, the cost would be substantially higher. The General Fund is audited in that it is the fund that the County Board of Commissioners has general control over. In doing the audit of the General Fund, all account balances are checked when the Treasurer’s Office is being reviewed. The Federal Revenue Sharing Fund is audited because there is a contract between the State and the federal government to have it done. The costs of any audit performed by the state are a proper charge to the Revenue Sharing Fund. The auditors then reviewed with the Committee the discussion draft of the audit prepared by the State.

The discussion draft pointed out four areas of General Fund control to be reviewed:

1. General Fund budget control should be more closely watched. If a department head and department are over expended, they should be called in to discuss the reasons why. Amendments made to the budget should be made during the fiscal year and not after the close of the year as was done in the past.

2. The method of receiving and recording receipts for building permits in the Building Code Department did not comply with uniform accounting procedures. The office personnel has been instructed as to proper procedures and has assured compliance with the auditors’ recommendations. In this regard, the Controller was directed to check with the department to see that proper methods are now being followed.

3. The present payroll method should be changed somewhat. The County presently has a negative system of time report; i.e., employees are only required to report those days which they did not work due to vacation, sick leave, etc. The auditors are recommending that a positive time reporting system be established; i.e., each department head approves and submits a time report for each of his employees and himself for each payroll period. The time report should indicate how the regular work day is used for each employee, such as a regular work day, vacation, sick leave, etc. In this regard, all authorized leave days should be supported by applications signed by the employee and approved by the department head. In discussing this item the auditors mentioned that a time clock was tried in one of the U.P. counties but did not work out. The Committee felt that this system is a good idea and will implement it at some point in 1976. Advance notice will have to be given, as there will be at least a one-week and probably a twoweek, waiting period when the system is established.

4. The annual report published by the Board of Commissioners should be changed. Beginning in 1974, each county is preparing a financial report of all county funds. The intent of this report is to provide information to the Board, taxpayers, county officials, and various federal agencies. The auditors are recommending that this new report be consolidated with the County’s annual report.

The discussion draft noted that for the Federal Revenue Sharing Fund no problems were encountered.

The Committee then asked the auditors for their views on what to do with year-end balances. They mentioned that they generally recommend pulling all balances into the General Fund in instances where counties are running on a tight budget. If all fund balances are pulled in, the General Fund balance would be very high at the end of the year which would cause problems with the Tax Allocation Board. From a budgeting standpoint, this would be the ideal way to go, with each fund having a fresh start at the beginning of the year. In the case of Marquette County, they felt that before the General Fund runs into a deficit, the Board should pull at least some of the fund balances.
The auditors mentioned that there is now no restriction on the amount of money that can be placed in a capital improvement fund. The County Board could set up the Courthouse Renovation Fund and add to it gradually if they so desire. Once the money is placed in the fund, it could not be used for other purposes. Capital improvement funds are established for equipping, building, and maintaining county buildings. If this type of fund is established, it is not necessary to specify any particular project for which the money will be spent.

The auditors mentioned that inasmuch as the County appropriation to the Airport was to be used for construction of the terminal building, any excess after completion of the building could and should be returned to the General Fund.

The Committee then discussed with the auditors the expected balances in the Jail Construction Fund after completion. Mr. Duval mentioned that since a general obligation bond issue was used together with revenue sharing, any excess in the fund should go toward retirement of the bond principal and interest. He feels that the Revenue Sharing money applied to the project was spent first; therefore, any money left over would be bond money and interest made on the bonds which is required to be turned over to offset the cost of the bonds. Mr. Nikesch mentioned that, if the County were to say that the bond money and interest was spent first and Revenue Sharing remains, this amount could be returned to the Revenue Sharing Fund and then redistributed by the Board. Both auditors felt that Revenue Sharing Funds could be spent for parking. Inasmuch as the city requires parking before occupation of the Annex, this would be a proper expenditure. The County Board has gone on record stating that Revenue Sharing Funds would be used for the Jail and Courthouse Annex building project and, if parking is required, this would fall within the rights of the Board.

In discussing appropriations to various funds the auditors mentioned that the County Board has the right to appropriate funds to the Road Commission. As a prerequisite for the appropriation these departments are required to submit a detailed budget request showing how the County appropriation would be spent. After the appropriation is made it is within the County Board's power to request that a statement be submitted showing how the appropriation was actually spent. The auditors mentioned that, unless the County Board knows exactly how an appropriation is to be used, they would suggest the appropriation not be made. Auditors Duval and Nikesch then left the meeting.

The Committee then discussed the need for the County Board to adopt specific policy guidelines and recording system under which the departments are to operate their budgets. It was felt that some departments and department heads have gotten very lax in budget control over the years and Board action should be taken to establish procedures to follow. If the procedures are not followed, it would be a proper matter for discussion of various Committees of the Board. After discussion it was moved by Commissioner Racine, supported by Commissioner Goldsworthy and unanimously adopted that the Chairperson of this Committee be authorized to prepare policies and procedures for the departments to follow, these procedures and policies to be reviewed by this Committee and the Personnel Committee before recommendation to the Board.

There being no further business, the meeting adjourned.

Sincerely,

[Signature]

[Date]
January 5, 1976

A meeting of the Committee of the Whole was duly called and held on Wednesday, January 5, 1976, at approximately 2:30 p.m. at the Courthouse following the regular meeting of the Board of Commissioners as prescribed in Rule 8 of the Procedure Manual.

Present: Commissioners Agnew, Alderton, Anderson, Cheatham, Coombs, Doucette, Gaboury, Goldsworthy, Leadbetter, May, Racine and Trapp.

Absent: None.

In Attendance: County Clerk Skewis and County Treasurer Sodergren.

The meeting was called to order by Chairman Anderson.

The Committee discussed with Mr. Sodergren the matter of a replacement for his Deputy Treasurer who is retiring on January 10, 1976. He has met with the Controller to discuss replacement and feels he has basically three choices: 1) hire an Assistant Controller and deputize that person as his Deputy Treasurer; 2) hire an Assistant Controller to work in the office and do the book work and appoint one of his present office staff as his deputy; 3) appoint one of his office staff as his deputy and remove the general ledger and related material to the office of the Controller. He mentioned that in counties that have a Controller the general ledger is to be handled by the Controller's Office. This was not done as there was no reason to remove it from his office. He stated that his deputy has done an outstanding job. He also mentioned that in discussing a replacement with present office personnel they seemed to be hesitant about assuming the responsibility. There is some urgency in finding a replacement.

During discussion of the matter it was felt that this matter is something that should not be decided in haste. If it is rushed into it could cause more problems than it is solving. In approximately 1½ years an accounting division will be established and the general ledger put under the control of the Controller's Office. It was felt that until a permanent solution could be found the Assistant Controller may be able to help out in the Treasurer's Office. It was moved by Commissioner May that the Board give permission to the Controller and Treasurer to find a solution to the problem with existing personnel until a permanent solution can be found. After discussion the motion was withdrawn and Chairman Anderson directed the Controller to help the Treasurer's Office and recommend a solution on hiring to the proper Committee of the Board. The County Treasurer then left the meeting.

County Clerk Skewis then discussed with the Committee the matter of county directories. The county directory now in use has very limited information. Other county directories (copies of which were distributed for review) have quite a bit more information than is in the present directory. Marquette County's directory does not show state and federal officers, township and city officers, equalized valuation tables, the Plat Board, Commission on Aging, Tax Allocation Board, and some others. Mr. Skewis mentioned that he would like some direction from the Board as to what they do or do not want in the County directory. He mentioned that there are some appointments to be made on February 18th, after which time he will proceed with the printing of the directory. It was generally felt that he should print the directory with the information that he feels necessary, and if any Commissioner has suggestions they will be made to the Clerk. County Clerk Skewis then left the meeting.

The Committee then proceeded with a study of the Procedure Manual on a rule-by-rule basis. The following recommendations were adopted for approval by the Board at its next regular meeting:

Moved by Commissioner Coombs, supported by Commissioner Trapp and unanimously adopted that Rule 2 be amended to read as follows:

The following standing committees shall consist of that number of Commissioners that the Committee on Committees sees fit to appoint, following Rule 21 regarding committee appointments:

Major - Budget and Executive Committee
County Lands and Building Committee
Personnel Committee

Minor - Audit Committee
Environmental Quality Committee
Transportation and Welfare Contact Committee
Committee of the Whole
Page 2
January 5, 1976

Annual - Equalization Committee
Finance and Taxation Committee

Moved by Commissioner Hay, supported by Commissioner Leadbetter and unanimously adopted that Rule 6 be amended to read as follows:

ORDER OF BUSINESS

The order of business of the Board of Commissioners shall be as follows:
1. Calling the roll by the County Clerk.
2. Pledge of Allegiance.
3. Reading the minutes of preceding regular and special meetings.
4. Presentation of Claims, Petitions and Communications.
5. Reports of Standing Committees in the order as contained in RULE 2.
6. Reports of Special Committees.
7. Reports of County Officers.
8. Motions and Resolutions.
10. Unfinished Business.

Moved by Commissioner Apoll, supported by Commissioner Doucette and unanimously adopted that in Rule 19 wording in the last sentence be changed from "consideration being 2/3 vote of those present" to "consideration being a majority vote of those present."

Moved by Commissioner Hay, supported by Commissioner Trapp and unanimously adopted that the following new rule be added as Rule 21 under the section entitled "Rights and Duties of Committees". This rule will read as follows:

In order to equalize committee appointments and responsibilities, the Committee on Committees shall:
1. Appoint each Commissioner to at least one, but no more than two major committees as listed and designated in Rule 2;
2. Appoint each Commissioner to four (4) committees, one of which shall be either Finance and Taxation or Equalization.

Moved by Commissioner Hay, supported by Commissioner Leadbetter and unanimously adopted that the following be substituted for Rule 36:

Only members of the Board of Commissioner shall be given the floor to speak during any Board meeting except:
1. County officials who may speak with the consent of the majority of the Board members present.
2. Any person who with the consent of a majority of any Board Committee has been given permission to be listed in an appropriate place on the agenda for the purpose of addressing the Commission.
3. Any member of the public speaking under the privilege of "Public Comment."

The Controller was instructed to have the Procedure Manual as revised reprinted.

There being no further business, the meeting adjourned.

[Signature]
January 20, 1976

A regular meeting of the Budget and Executive Committee was duly called and held on Tuesday, January 20, 1976, at 7 p.m. at the Courthouse.

Present: Commissioners Anderson, Doucette, Goldworthy, May, Racina and Trapp.
Absent: None.
In Attendance: Commissioner Leadbetter and Media Representative Kitman.

The meeting was called to order by Chairperson Trapp.

County Planner Johnson joined the meeting to discuss the possibility of hiring a County Plumbing Inspector. The Planning Commission has reviewed the matter and is recommending that once funds are available a county inspector be hired. The earliest that one would be needed would be March 1st, with a recommended starting salary of $11,000. The starting salary would have to be negotiated with the union. He mentioned that the County is presently using a state plumbing inspector. There is one inspector to cover 8 counties, and he works four days a week. People are paying the state an average charge of $27 for the services and are not getting satisfactory service.

At this point, the Planner feels that the County charge for plumbing permits should be about 25% less than the state fee, although he pointed out that other counties are going with the state schedule. The tentative fee schedule established should bring into the county about $4,000 to $7,000 per year. If the state fee schedule were used, this amount would increase by $3,000 to $4,000.

The Committee felt that this matter should be given some thought before any decision is reached as there is a tight budget for 1976. The County Planner was directed to work up figures using the state schedule and also to re-work his figures for changes in general building permits for the next meeting of this Committee.

The Committee then discussed with the Planner a resolution submitted by the Planning Commission. The Planning Commission feels that a formal Marquette County Water Committee should be established to work on establishment of a County Water Authority. They would like to have the Board authorize the Planning Commission to have a member on the Water Committee. He mentioned that the Water Committee may be to obtain federal grants for the project. If grants are received, matching funds would be required from the local units and the County. COI has said that they will also participate in the cost. The Planner gave to the Committee a copy of a resolution for appointing membership to the Water Committee and then left the meeting.

County Clerk Shwirs then joined the meeting to discuss the matter of establishing a separate budget for the Jury Commission. He mentioned that through the year 1974, there was a budget amount in the Circuit Court to pay the par fair fees for the Jury Commission. This item was eliminated in the 1975 and was also not included in the 1976 budgets. In 1975, par fair payments to the Jury Commission totaled about $8,000. The Commission also used some secretarial, supplies, and travel expenses. Jury Commission members had an average of 62 meetings each in 1975. The Jury Commission will have 24 required meetings in 1976; these required meetings are 8 for Circuit Court, 12 for District Court, and 4 for Probate Court, to establish juries for each. For the year, more than 24 meetings will be held to review the voters registration lists, send out questionnaires, review the returned questionnaires and settle on possible jury members. The Clerk mentioned that the Jury Commission members have been told they will receive no par fair until a budget has been established. The Committee felt that with this and other requests for budget amendments, action should be deferred until a special meeting can be called to discuss all of the requests.

The Committee then proceeded to discuss the matter of accounting procedures for the Commission on Aging. The Committee first reviewed a communication from the Commission on Aging. The communication thanks the members of the Budget and Executive Committee for the opportunity to meet with them and mentioned that there was some confusion over how the Commission on Aging was set up. The communication explained the present operation and set up of the Commission on Aging. The Commission requested in the communication that in order to conform: 1) the Commission use a master voucher and pay its own bills; 2) the Commission handle its own payroll; 3) the Commission set salary for its staff and the secretary not be a member of the Union; and 4) the Commission continue to set policies. If these four items cannot be approved, the Commission on Aging's Executive Committee would like to meet with the Budget and Executive Committee to discuss the reasons why.
The Committee then reviewed a communication from the County Clerk which compared the Commission on Aging budget to those of the County Clerk, Treasurer, Register of Deeds, and Planning Commission. The communication points out that there are 10,502 senior citizens in the County. This figure, when divided into the Commission on Aging budget, would give a cost per person of $3.49.

If this same cost per person figure was used in determining all County budgets, then the following figures would apply:

<table>
<thead>
<tr>
<th>Persons</th>
<th>Cost Per Person</th>
<th>Equalized Budget</th>
<th>For 1976-77</th>
<th>Present Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>County Clerk</td>
<td>64,686 x $3.49</td>
<td>$225,652.14</td>
<td>$66,950.00</td>
<td></td>
</tr>
<tr>
<td>County Treasurer</td>
<td>64,686 x $3.49</td>
<td>$225,652.14</td>
<td>$55,200.00</td>
<td></td>
</tr>
<tr>
<td>Register of Deeds</td>
<td>64,686 x $3.49</td>
<td>$225,652.14</td>
<td>$53,600.00</td>
<td></td>
</tr>
<tr>
<td>Planning Commission</td>
<td>64,686 x $3.49</td>
<td>$225,652.14</td>
<td>$41,599.00</td>
<td></td>
</tr>
<tr>
<td>Commission on Aging</td>
<td>10,532 x $3.49</td>
<td>$36,948.00</td>
<td>$36,948.00</td>
<td></td>
</tr>
</tbody>
</table>

The communication points out that this would be an ideal situation financially but not very realistic for good use of County money. The communication points out that all material used is on record in the County and can be verified. He feels that the information presented is just one more reason why the Commission on Aging should be considered a line department of the County and not a separate "cut department." Mr. Smith mentioned that he felt the Commission on Aging budget was not given the same consideration as other department budgets. All other budgets were cut somewhat while the Commission on Aging budget was increased.

The Controller was then asked for his views and recommendations on the situation. He replied that in view of his authority as specified in Michigan Compiled Law 46.133 and on advice of the Audit Division of the State of Michigan, that he has made the following decision regarding accounting procedures. (A copy of this decision is attached hereto and made a part of these minutes.)

This report will establish a line item budget in the General Fund for operating expenses in the Commission on Aging and would allow for a Commission on Aging Fund to handle any grant monies received. The report will not change the policy-making aspects of the Commission except in regard to personnel policies. The Commission on Aging will continue to function as it has in the past with regard to its handling of the senior citizens in the County.

Commissioner May mentioned that when the Commission on Aging was established the County Controller, Prosecuting Attorney and County Board all approved of setting it up as an "out department." With approval of this set-up in the past, she raised the question as to why there is a move to change it now. There would seem to be a problem with conformity in that the County now has either General Fund departments or "out departments" and the Controller's decision was to have a combination of both. It was mentioned that the Commission on Aging is a unique organization. It is the only department within the County that is acting as a pass-through agent for grant funds.

The Committee at this point reviewed a section of the Michigan Compiled Laws which sets up the powers and duties of the County Controller. The section points out that the Controller has the right to set accounting procedures and policies as he feels are in the best interest of the County. It was felt that with this information the Controller had set the accounting procedures for the Commission on Aging and the necessary steps should be followed through to comply. The decision of the Controller will be submitted to the County Board for their information. County Clerk Shawls then left the meeting.

The Committee then reviewed a communication from the City of Munising regarding payment for computer tax services. A verbal request was also received from the City of Marquette on the same subject. The communication mentions that all of the municipalities which are served by the Panatron system are having the County pay 25c per parcel for the yearly maintenance fee. They feel it is only fair that any other county municipality which is on a different system should be reimbursed at the same rate. During discussion of the communication it was mentioned that all units of government within the County were reimbursed at the same rate. Payment by the County was an incentive to join the Panatron system. It was felt that at this point the cities of Munising and Marquette cannot be paid for their services with less. If they wish to join the Panatron system, then the County would pay for the set-up costs and 25c per parcel maintenance. It was mentioned that the County is not giving the units on Panatron 25c per parcel,
the County is paying 25¢ per parcel for the service provided. After discussion it was moved by Commissioner VanHee, supported by Commissioner Pay and unanimously adopted that a communication be sent to the units explaining that the County will be glad to abide by the original offer which was to establish the county on the Monatron system, and if they so desire the offer still stands.

The Committee then reviewed a resolution submitted by Grand Traverse County regarding the National Health Planning and Resource Development Act of 1974. The federal law as established would change the procedure of appointment of members to local health service areas. The resolution supports a state bill which would change the federal law to allow appointment to health service areas to be made by the County Board Chairman. The federal law also changes the make-up of health services boards from 51% consumers to 51% providers. This resolution will be submitted to the Board at its next regular meeting.

The Committee then reviewed a communication from Probate Judge DePant regarding a budget amendment for his department. In the past years a budget allowance for Jury Fees in the amount of $1,000 has always been sufficient for the Probate Court. In the next month there will be two quite expensive jury trials which should use up the total budget amount. The Judge is requesting that a further appropriation be made in the amount of $2,000. After discussion it was felt that this item should be referred to the special meeting to discuss budget requests.

The Committee then briefly reviewed a copy of a communication from CUPPAD Criminal Justice Specialist DeLeuw to Spectrum Corporation. Spectrum had written a letter saying that they felt left out of the Countywide communication system. The communication from Mr. DeLeuw responds to the letter and answers any questions contained in the letter. After discussion the communication was ordered placed on file.

The Committee then reviewed a communication from State Representative Hollister regarding state statutes for county government. The communication notes that the legislature has been lax in keeping the county statutes updated and at this point county statutes are fragmented, contradictory, inconsistent, and outdated. A special House Study Committee has been established to study the situation and report its findings and recommendation to the House. The communication asks for input from all counties and county commissioners regarding any problems or changes they wish to have made. This communication will be presented at the next regular meeting of the Board.

The Committee then read and briefly discussed a communication from the County Sheriff. The communication points out that two persons have been deputized to serve civil process papers. It was noted that this procedure is not as was set by the Board earlier in 1975. After discussion on the matter it was felt that the Sheriff should be invited to the special meeting to be held in a few weeks to discuss this matter and other staffing patterns.

The Committee then read and placed on file two resolutions. One resolution was submitted by Mackinac County and the other by Baraga County. Both dealt with the matter of counties paying for state audits performed. Inasmuch as both resolutions have had previous action by the Board, they were placed on file.

The Committee then reviewed a communication from the DNR regarding the local audit of the Marine Safety and Snowmobile Safety Programs. The communication notes that the audit conducted by the Department of Treasury indicated that all expenditures were made in accordance with the regulations adopted by the DNR. After review the communication was ordered placed on file.

The following communications will be presented at the next regular meeting of the Board:

1. Communication from Wayne County regarding support for United State Senate Bill No. 5247.

2. Communication from the DNR regarding the 1976 reimbursement for the Marine Safety Program.
3. Communication from Republic Senior Citizens Club thanking the County Commission on Aging for their help in establishing the arts and crafts program.

4. Communication from the Marquette County Soil and Water Conservation District thanking the Board for extension of their CEFPA position.

5. Communication from the County Health Department acknowledging receipt of the Board's request for information on home health services.

6. Communication from State Senator Pack acknowledging receipt of the County's resolution opposing Senate Bill 1292.


8. Communication from the Marquette Area Chamber of Commerce thanking the Board for their support of the County tourist brochures.

9. Three communications from CUPPAD regarding the Countywide communication system.

Chairperson Trapp then reported to the Committee on the first meeting of the Specific Or Tax Study Committee. She mentioned that representatives on the Committee seemed to be well qualified and should make a good committee. The committee would like some direction from the Budget and Executive Committee as to what the Committee wants and how far it should go into the matter. In this regard, the Committee felt that the study committee should be concerned with the question of whether or not the specific tax is equitable in lieu of property tax and, if not, what proposals they would make for change. The Specific Tax Committee also was wondering about the appointment of alternates to the committee. They would like to be able to send someone else if they cannot attend. The Committee felt that alternates could be appointed and, if so, should be appointed by the group that they represent. Commissioner Trapp also received a request from the City of Ishpeming for membership on the Committee. They feel that it should have one appointed in that Mr. Waananen works for the City of Negaunee. The Committee felt that before any further action is taken they should see if the City of Ishpeming submits a formal request. She also mentioned that the Committee wished to have her serve as chairperson. She declined this and Mr. Leslie Richards was made chairman. Commissioner Trapp was then made co-chairperson. Mr. Bruce Waananen was appointed to the position of corresponding secretary. She mentioned that the next meeting of that committee will be held on February 16, 1976.

Board Chairman Anderson then reported on a Manpower Conference he attended. At the conference it was reported that renewal of funding for CEFPA Title VI will be likely some time in the future. There may also be some construction money available. At the meeting there was some discussion on a letter from the federal government saying that unemployment compensation for CEFPA employees laid off would have to be handled from the allocation made. This could cause problems for the many units of government, and it was felt that the State Secretary of Labor's discretion funds could cover this cost and that the matter should be straightened out so that the local units are not affected. Chairman Anderson mentioned that there is a federal bill which has been proposed which would create a different form of Manpower control. It was the feeling of those present at the meeting that the bill would not pass.

The Chairman reported that he had been contacted by Mr. Burt Boyum regarding the Carp River Forge Bicentennial Project. The County Board in the past has appropriated money to support this project and the Carp River Forge Board is looking for additional support. Mr. Boyum will write a letter to the Board and request appearance at the next meeting to discuss the situation.

The Committee then discussed the matter of telephone credit cards being received by some Board members and not for others. It was felt that either a card should be available for all Commissioners or that no Commissioners should have one. If a call is made on County business, it could be billed by the Commissioners on a travel voucher. The Controller was directed to check into the possibility of obtaining credit cards for all Commissioners, this information to be presented at the special budget meeting.
The Committee then discussed the matter of travel expenses being paid to employees who attend County Board Committee meetings. During discussion it was pointed out that the chairman of the various committees have no authority to authorize travel expenditures for any persons attending the meetings. Authority for this would have to come from the Board. Moved by Commissioner Boucette, supported by Commissioner Racine that no mileage be allowed for attendance at Committee meetings by any person invited to attend such meetings. After further discussion the motion and support were withdrawn as it was felt further discussion and input is needed before a decision is made.

The Committee then briefly discussed the consolidation of election laws. At a previous meeting the Clerk submitted a packet of information for the Committee's review. Committee members were reminded to review this information before the next regular meeting and the Controller was directed to check into the matter to see what decision or information is needed.

The Committee then briefly discussed the County Transit Authority. In earlier communications with the Board it was reported that a County Transit Authority had to be set up before any funds would be made available. It now seems that there is a new staff in Lansing which says that a County Transit Authority cannot be set up. The Planning Commission has tabled further discussion on this matter until more information can be received.

The Committee then discussed and set the date of Monday, February 9, 1976, at 7 p.m. as the time for the special meeting to discuss the following matters:

1. Various budget amendments.

2. Sheriff's staffing patterns.

3. Telephone credit cards for Commissioners.

4. Meeting with the Commission on Aging Executive Committee to discuss the changes in their financial set-up.

There being no further business, the meeting adjourned.

[Signature]
Secretary
REVIEW OF COMMISSION ON AGING

There has been discussion lately about the proper accounting procedures for the Commission on Aging. Before I get to far into the matter, I would like to point out that the Prosecuting Attorney has been asked to answer a few specific questions in this regard and, to date, the response has not been received. His response may affect somewhat the recommendations.

The Commission on Aging as established by the County Board is set up to operate wholly on an “out department”. There has been some confusion as to the fact that both of the Commission’s employees started out under the GEDA Program which is being handled through the County General Fund. This is the reason that the secretary was included in the Courthouse Employees’ Union.

In talking with Mr. Emil Tahvonen of the State Treasury Department, he mentioned that all funds of the County must be handled and on deposit with the County Treasurer. This is one of the primary concerns of their department. The grants presently being received by the Commission on Aging are not being handled in this manner.

Mr. Tahvonen mentioned that it would be possible to establish a line item budget for expenditures of the County Board’s appropriation and maintain a Commission on Aging Fund for the handling of all grants. In this manner, the County Board would have an excellent control of the expenditures made out of their appropriation, and the Commission on Aging would have control of the receipt and disbursement of grants.

If the Commission on Aging reaches the point where it is generating revenues on its own, a revenue budget item could be established in the General Fund to handle this.

I feel that the Commission on Aging operating expenses should be established as a line item budget in the General Fund and follow all rules and procedures thereof. This would mean that for all operating expenses requisitions will be submitted to this office and bills submitted to this office and the Audit Committee for review before payment. The Commission on Aging Fund should be maintained for the sole purpose of handling all grant funds received. Funds received should be deposited with the County Treasurer and checks drawn on that fund for disbursement. The grant funds would not be subject to approval of the Audit Committee. If some check is desired, a report could be required from the Commission as to how the grant funds are being used.

This change in procedure cannot be accomplished overnight and will require a period of time to set up the proper accounts and budget items. The Commission on Aging will also have to amend their by-laws to allow for this change in the financial procedure. I recommend that these suggestions be implemented and the by-laws changed as soon as possible, as the necessary accounting procedures will be established and ready to implement on March 1, 1976.

Submitted: January 20, 1976

/\dyv

Gary R. Yoder
County Controller
February 2, 1976

A special meeting of the Budget and Executive Committee was duly called and held on Monday, February 9, 1976, at 7 p.m. at the Courthouse.

Present: Commissioners Anderson, Doucette, Goldsworthy, May, Racine and Trapp.

Absent: None.

In Attendance: Commissioners Alderton and Leadbetter, and Ms. B. Kitzman, media representative.

The meeting was called to order by Chairperson Trapp.

County Clerk Skewis, Commission on Aging Director Stoddard, Commission on Aging Chairperson Pruska and another Commission on Aging representative joined the meeting to discuss the current status of the Commission on Aging. The Committee first read a communication from Treasurer Sodergren clarifying his position on the status of the Commission. (Copy attached.) He feels the Commission should be an in department for three reasons: 1) uniformity and consistency is needed, especially in the areas of wages and equipment used by departments; 2) better control of monies can be had via the Controller and Board of Commissioners; the communication mentioned that this is also the feeling of State Auditor Milkench; and, 3) the General Ledger maintained in the Treasurer's Office includes funds which are controlled by other Boards and Commissions. An enclosed guide indicated which funds would be covered. Those listed have special legislation allowing for their structure and the Treasurer feels that the Commission on Aging has no special legislation.

County Clerk Skewis then read a communication he had prepared for submittal to the Committee (copy attached). He mentioned that a recent discussion on whether the Commission on Aging should be an in department or out department has caused much dissention among department heads and County Board members. His initial and only argument made was the matter of accountability and conforming with other line departments' accounting procedures. He has reviewed all of the County Board minutes and cannot find any reference made designating the Commission on Aging as an out department. He mentioned that the issue is now very clouded to present the picture that he is trying to do away with the Commission on Aging and all senior drop-in centers. This, he emphasized, is not the case. The communication further pointed out that he feels the Controller has, by law, the authority to determine the method of accounting used by all departments. The Prosecuting Attorney has also stated that the Controller has this authority. The communication then asked three questions: 1) how can the Board reaffirm an action that never took place; 2) by what authority does the Board violate a State Law, taking away the authority of the Controller? 3) by what authority does the Board set up the Commission on Aging as an out department unless there are special laws enacted by the State to allow such establishment? The Clerk closed his communication by asking that the matter be tabled until an Attorney General's opinion can be received.

Commissioner May mentioned that, in answer to Question 2, the Board of Commissioners had approved the by-laws establishing the Commission on Aging which, in the financial section, called for out department status. In answer to Question 2, she mentioned that the Controller has no authority in deciding whether a department is to be in or out. This is a policy matter, and the Controller cannot set policy. She has talked to Mr. Ken Verberg who works for MAC and has written numerous articles including, "The Michigan Guide to County Government." She mentioned that the County Board has the responsibility to set the amount of autonomy for departments. Once done, he feels that the Controller cannot refuse inasmuch as it is not within the Controller's authority. In answer to Question 3, she mentioned that the article referred to by the County Treasurer lists various departments established by state statute and then refers to "others as applicable." She feels this covers the Commission on Aging. She also mentioned that the State Office of Services on Aging says that Commissions on Aging are legal and the State Auditor's Office agrees. She then mentioned that she feels that this subject is not proper for discussion by this Committee.

In further discussion on the matter it was mentioned that the Commission on Aging secretary had been placed in the Union by mistake. Because of her being placed in the Union, there was some question of her not getting paid. She has since turned in a signed Union card which allows for Union fees to be deducted from her salary. When asked, the Controller stated that it was his intention to proceed with the Board's decision after two gray areas were cleared up, these areas being: 1) the matter of whether or not the secretary is a member of the Union; and, 2) whether or not the MAMPER Consortium would allow the Commission on Aging to handle its own CITTA funding. Further discussion was
held on the matter with no decision being reached. County Clerk Skewis and Commission on Aging representatives then left the meeting.

Sheriff Lasich then joined the meeting to discuss various staffing and personnel patterns for the Jail and Sheriff's Department. The Committee first discussed the matter of service of legal papers. The Board has gone on record in July of 1975 to the effect that all papers will be served by on-duty deputies and any fees collected will be turned over to the County Treasurer. It was noted that presently this is not being done as there are two or three process servers performing this function. The Sheriff mentioned that he thought the intent of the Board's action was to change the procedure so that there would be no possibility of double payments for deputies. He mentioned that the fees for serving papers range from $2.50 to approximately $13.00. The civilian people hired receive no other compensation from the County and the fee collected is an incentive to serve the paper. The fee is paid after the papers have been served. He mentioned that the persons serving the papers are new and there were some problems in the beginning, but lately there have been none. He stated that if the papers are served by the road patrol it would take longer to serve and would cost the County more inasmuch as the deputies receive $5.00 per hour. Department deputies now serve some papers where there is some urgency due to the short time span before a court appearance.

Committee members mentioned they had heard there was some reluctance on the part of the deputies to serve these papers. In answer, the Sheriff said that he has also heard this but from everybody else except the deputies themselves. He feels that the present use of two individuals is a good system and is the best way to serve the papers. He does have adequate staff to do as per the Board decision in July of 1975.

In another matter, the Sheriff stated that he feels he can live with the budget established for the Jail and Sheriff's Department. He is presently looking for a doctor to examine inmates on the premises three times a week. This should cut down on the health costs which seem to be increasing substantially. In discussing staffing, he stated that presently there is an adequate staff, although additional manpower could be put to good use. Presently, there are 4 and sometimes 5 employees per shift in the Jail.

When asked about hiring a deputy from outside the County, the Sheriff mentioned that this person has experience as a turnkey. There is a state law which requires a three-month residency within the County unless the person was employed in full-time law enforcement elsewhere. Sheriff Lasich then left the meeting.

The Committee then discussed the matter of serving papers by the Sheriff's Department. It was felt that, if the road patrol served the papers, more exposure would be obtained throughout the County. Inasmuch as the Sheriff had mentioned that papers could be served by the road patrol, it should be tried. The Controller was directed to inform the Sheriff that he should abide by the policy set by the Board on July 23, 1975.

County Planner Johnson then joined the meeting. He first passed out to all members a copy of the Planning Commission's annual report. He then discussed with the Committee his revised fee schedule for the Building Code Department. This new schedule is based on a per-square-foot charge. He stated that electrical permits, if issued with a residential building permit, are not charged for. If it is issued as a separate permit, there is a fee involved. He stated that plumbing permits for residential construction would also be issued on a per-square-foot basis. The plumbing inspector, if hired, would handle all areas within the County unless that unit has its own inspector (Sandus and Marquette Townships have hired plumbing inspectors.) In reviewing a sample of 1975 permits issued, the new per-square-foot fee schedule should bring in about the same revenue; namely, $26,000 to $28,000. The Planner feels that plumbing fees would total about $48,000 in 1976. He mentioned that in 1975, there were only about six electrical permits issued without a building permit. The Planner said that the fee schedule for plumbing inspections proposed is slightly less than the state rate. It was felt that the change proposed is equitable and after discussion it was moved by Commissioner Foulcette, supported by Commissioner Goldworthy and unanimously adopted that this Committee recommend the proposed fee schedule to the Board for adoption.
The Planner then discussed with the Committee the need for additional personnel for the Building Code Department. He feels that a plumbing inspector should be hired and there is now a problem with the secretarial vacancy. The secretary is under the CETA program and has been accepted for a position in the Treasurer's Office. After this transfer it was found that all CETA positions were frozen and cannot be refilled. He stated that there is a possibility that by April 1st more CETA funds may be available and would recommend waiting until that time for a decision on both positions. In discussing the salary for a plumbing inspector it was noted that the state rate is $15,000+ and in other counties it ranges from $9,000 to $15,000. If CETA funds were used, this would limit the salary to $10,000. The Planner mentioned that he would need a plumbing inspector to start in April as this is the start of the construction season. County Planner Johnson then left the meeting.

The Committee then reviewed several budget amendment requests. Requests submitted were:

1. $9,800 for establishment of a Jury Commission Budget.
2. $2,000 for additional Jury Fees for Probate Court.
3. $2,300 for roller type shelving and $162 for telephone expenses for the Register of Deeds.
4. $60,000+ for additional costs and cost overruns in construction of the Youth Home.

The Committee discussed the matter of where the finances would come from to cover these increases. The Controller mentioned that there is about $35,000 of additional revenue to the Friend of the Court which could be tapped to cover some of the increases. All out departments are being called in to review there year end balances to see if there is any possibility of calling in a portion of these amounts. Some discussion was held on what uses can be made of the Jail Construction Fund balance and interest earned on Revenue Sharing. The Controller was directed to check and get an opinion from the State Auditors on these matters.

In reviewing the requests it was felt that a decision should be reached on the Jury Commission and Jury Fees for Probate Court with the other matters to be settled later. In reviewing the Jury Commission proposal it was noted that the per diem fees could be reduced somewhat. This is on the advice of the County Clerk. After discussion it was moved by Commissioner Goldsworthy, supported by Commissioner Racine and unanimously adopted that this Committee recommend to the Board that a budget be established for the Jury Commission, this budget being as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per diem</td>
<td>7,800</td>
</tr>
<tr>
<td>Travel</td>
<td>500</td>
</tr>
<tr>
<td>Secretarial serv.</td>
<td>300</td>
</tr>
<tr>
<td>Supplies</td>
<td>500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>9,000</strong></td>
</tr>
</tbody>
</table>

Costs for establishing this budget will be offset by increased revenues from the Friend of the Court.

In reviewing the request of the Probate Court it was felt that this $2,000 increase for Jury Fees is a necessity. Jury trials have been scheduled which will exhaust the $1,000 amount budgeted and leave nothing for the remainder of the year. Moved by Commissioner Doucette, supported by Commissioner Racine and unanimously adopted that Jury Fees for the Probate Court be increased by the sum of $2,000, this increase to be covered by additional revenues from the Friend of the Court.

The Committee then briefly discussed the matter of the large amount of overtime being incurred by departments. It was felt that a memorandum should be sent to all departments notifying them that there should be no authorized overtime except for emergency and special situations. Budgets as established do not cover overtime payments.
Budget and Executive Committee
Page 4
February 9, 1976

The Committee then briefly discussed the matter of setting a meeting with the Social Services Department, this Committee and the Juvenile Division to discuss some foster care problems which seem to have developed. It was decided to invite representatives to the next meeting of this Committee.

Commissioner Trapp mentioned that she has had some discussion with Marquette City Manager McHabb on the computer tax roll preparation. Mr. McHabb is working on a cost analysis to compare Manatron and Lanco. If he finds that Manatron’s costs are less, he will recommend that the city go with the Manatron System.

The Controller then reported to the Committee that he had discussed the matter of credit cards for the Commissioners with Michigan Bell Telephone Company. Credit cards can be obtained for all Commissioners. These cards would use fictitious numbers and the Controller could assign the cards. They can be obtained at no cost to the County other than for any toll calls made. The charges would show up monthly on the Controller’s telephone bill. After discussion it was moved by Commissioner May, supported by Commissioner Doucette and unanimously adopted that this Committee recommend to the Board that credit cards be acquired for all Commissioners. It is further recommended that a coding system be established to determine the calls made by each Commissioner.

The Committee then briefly discussed the matter of mileage payments for attendance at Committee and Board meetings. The problem arises in that, if County employees are paid for attendance at Committee meetings, shouldn’t any other person attending be paid mileage? It was mentioned that if a County employee requests permission to attend a meeting, then they should not be paid mileage. If the Committee requests that they attend, then mileage should be paid. It was felt that very definite guidelines should be established and the Controller was directed to review and make a recommendation on this subject at the next meeting of this Committee.

The Committee then discussed the tentative meeting dates established for this Committee. The Chairperson mentioned that she has a conflict with the Tuesday night meetings and requests that the meeting be moved to Monday nights in the future. There being no conflict with other Committee members, it was decided to schedule this Committee meeting on the Monday of the week before the Board meeting, starting in March.

There being no further business, the meeting adjourned.

[Signature]
Secretary
March 15, 1976

A regular meeting of the Budget and Executive Committee was duly called and held on Monday, March 15, 1976, at 7 p.m. at the Courthouse.

Present: Commissioners Anderson, Doucette, Goldsworthy, May, Racine and Trapp.

Absent: None.

The meeting was called to order by Chairperson Trapp.

Mr. Sarkala from the Mental Health Department in Lansing, County Treasurer Sodergren and Commissioner Leadbetter joined the meeting for a discussion of the new Mental Health Act, with respect to how it will affect funding and finances. Mr. Sarkala briefly explained the changes brought by this act, as it replaces Public Act 54, and how accounts will be taken care of.

Under Public Act 54, grants were a straight 75% state - 25% local match in funding. Act 258 is no longer a grant program. If the state approves a local program, they will contribute 90% of the financing, with the local portion being 10%. The state, however, has no control over how much over 10% the local unit wishes to put into the project.

The Mental Health Board is now the authority body for all public mental health programs. They are the official agency of county government. There are twelve members on the board, all appointed by the County Board of Commissioners. In the case of the Marquette-Alger Mental Health Board, 10 members are appointed from Marquette and two from Alger County, based on population. No more than four of these members may be elected officials; no more than six may be public officials. Mr. Sarkala stressed the importance of getting representatives from diversified areas, such as: people representing aging, people who understand county government, people who understand service agency processes, people who understand problems with children, and people who have a knowledge of legal aspects.

The Mental Health Board authorizes all vouchers to be paid by the County. One of the two County Treasurers acts as the primary treasurer for the Mental Health Program. He is the "banker" and all monies must come through the Treasurer.

The Mental Health Board is responsible for submitting a budget request to the County Board at the October Annual Meeting. Prior to this, preferably around August, they must hold public hearings on this budget. This is so the County Board will be better aware of the public reaction.

As mentioned above, financing of programs is now on a 90% state - 10% local match. All federal monies, with the exception of Federal Revenue Sharing, are deducted and cannot be used for match. Capital funding for construction purposes and remodeling are not matchable. Other State dollars cannot be used for matching purposes. All other sources (such as, United Way, donations, etc.) are matchable expenditures. It is the responsibility of the County Treasurer and Controller to sort out matchable revenues and non-matchable revenues in the Revenues Account, with the help of the local Mental Health Board. The State has to approve the program and will then match that which is deductible by 90%, if the State Legislature will appropriate money.

A base percentage is established for each County, on which the state institution charges are based. An analysis is taken of the 1974-75 fiscal year in terms of what mental health costs were. The percentage calculated for each County becomes their base year total. If you have been paying less than 10% of funding, you will go up ½% each year until you reach 10%. Likewise, if you have been paying more than 10%, you will come down 1% each year until you reach 10%. If you are paying over 25%, you will come down 2½% each year.

State institution charges will be billed to the Mental Health Board. Each bill will reflect the net costs incurred. Alger County will pay at their base percentage, and Marquette County at theirs. For joint programs, the Board will agree as to a percentage for each County to pay, usually based on population. One change is that in the past we were responsible for only 365 days for one patient; now the charges are continual, there is no end. The State is hoping to have a functional billing office at Newberry State Hospital by July of this year; until then we will continue receiving our bills from the State Treasury.

Mr. Sarkala then briefly discussed residency and how it is established. A person will remain a resident of the County he was in prior to admittance as long as he is receiving public mental health services. As soon as he is living independently the original County is exempt from responsibility. If he is re-admitted, the County he re-enters from is then responsible.
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Mr. Sarkala suggested that the local Mental Health Board prepare a tentative agenda for submittal to the Tax Allocation Board, so as to guarantee an appropriation for next year. He also suggested that a statement by included in the by-laws whereas a monthly accounting report be submitted to the County Board by the Mental Health Board for their review. The Committee then thanked Mr. Sarkala for his assistance and he and Mr. Sodergren left the meeting.

Dr. Potter from the County Health Department then joined the meeting. He explained to the Committee that the Health Department is rapidly running out of space in its present location. As he sees it, they have three alternatives: 1) expand their present site; 2) de-centerize; or, 3) movable trailer. He is recommending expansion of their present site, by approximately 3,500 square feet. This would about double their present space. Dr. Potter estimates that this will last them at least 10 years before they would again have to consider expansion. He explained some of their present problems. They had to turn the storage area into a clinic, which severely limited their storage space. They also have had to stop taking students during the summer from Ferris State College for lack of space.

When asked, Dr. Potter stated that the estimate he had received was $30 per square foot, or approximately $105,000 to $110,000. Their water, heating, and sewage are adequate, although the air-conditioning would not be. Dr. Potter then showed the Committee the tentative floor plans he had drawn up and had received approval on from his Board. He would ideally like to begin construction on this project within a year. The Committee informed him that they would indeed take his plans under consideration and agreed with him on the necessity of more space for the Health Department.

Dr. Potter then discussed with the Committee the Substance Abuse Programs. The State may combine coordinating agencies into one agency to operate the programs. The Health Board put stipulations on their joining the agency: 1) that they would have adequate representation; and, 2) that the Health Department would operate the programs. The Department feels that they could operate the programs much cheaper, as there would be no administrative costs, no rental, no secretarial costs, etc. It is now costing $10,000 more than it had cost when the Health Department was running the programs. Dr. Potter stated that he wanted to make the County Board aware of these facts.

The Committee briefly discussed with Dr. Potter the present TB Program and how it is working out. Dr. Potter stated that everything was going satisfactory and then left the meeting, along with Commissioner Leadbetter.

County Planner Lyn Johnson then joined the meeting to discuss two concerns of his department. First he reported on a meeting he had had with the State Department of Highways and Transportation. They would like Marquette County to consider setting up a mass transit system. They told Mr. Johnson of basic ideas changes they had made from their earlier reports. Originally, they wanted the County to guarantee that we will operate the system for the third and fourth years. Now, all they are asking is that the County hold a referendum on the ballot showing the public how much it would cost and asking if the people want to continue the system. This would be held sometime within the first year of the program.

The three different kinds of transit systems are Dial-A-Ride, Fixed Route, and Deviation System. Route deviation means that the bus will leave its route if someone off the route wishes a ride and then will return to the route and continue on it. Thus, for a normal 4-hour route, they would allow 45 minutes.

Mr. Johnson discussed with the County Clerk the problems with holding a referendum. The earliest we could expect to put the system in operation would be November or December of this year. The cost would be minimal if we put it on the regular ballot. If we held a special one, the cost to the County would be around $22,000.

For the first year, the State would pay everything except $1,000. After that they would guarantee 1/3 funding as long as the program continues. The people from the Transportation Department would like to meet with the County Planner to discuss the possibility of doing a study to determine the cost of a mass transit system in our community. The County could approve the study but would not have to guarantee anything or accept it at the end of the report. They could also make any changes before accepting it. The Committee told Mr. Johnson that, in view of the fact that the study will cost nothing to the County and place
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Mr. Johnson then discussed with the Committee the hiring of a plumbing inspector. In talking with the Manpower Specialist, he was informed that he would be able to obtain a slot in CETA Title VI for a plumbing inspector, with a salary limit of $10,000 plus fringes. In July, if CETA Title II is extended, he would be able to switch the inspector from Title VI to Title II. Mr. Johnson informed the Committee that the only additional money he would need would be for mileage. The Chairperson told Mr. Johnson to submit a request for a budget amendment in the amount of $2,350 for travel to the Budget and Executive Committee for consideration at their next meeting. Mr. Johnson then left the meeting.

The Committee then discussed 1975 carry-overs from out department appropriations. As reported at the last meeting of this Committee, the following amounts could be obtained from the departments mentioned:

<table>
<thead>
<tr>
<th>Department</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Services</td>
<td>11,970</td>
</tr>
<tr>
<td>Road Commission</td>
<td>180,560</td>
</tr>
<tr>
<td>County Parks</td>
<td>9,806</td>
</tr>
<tr>
<td>Comm. on Aging</td>
<td>4,611</td>
</tr>
<tr>
<td>Health Dept.</td>
<td>51,272</td>
</tr>
<tr>
<td>Acocks</td>
<td>9,263</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>268,299</strong></td>
</tr>
</tbody>
</table>

The Committee then reviewed the following list of necessary budget amendments to be considered:

- Jail Medical Expense: 10,000
- Reg. of Deeds (Shelving & telephone): 2,462
- Social Security Taxes: 10,000
- Child Care Fund: 13,200
- Youth Home Extra Expenses: 64,000
- Retroactive Overtime: 5,000
- Overtime for 1976: 15,000
- **Total**: 119,662

The Committee discussed the possibility of taking the $64,000 needed for the Youth Home expenses out of the Revenue Sharing Fund. Mr. Anderson stated that, in his opinion, this money should not be used for general operating expenses but, as in this case, for capital expenditures. The County would be reporting this because they have to file an Actual Use Plan with the government. After further discussion, it was moved by Commissioner Doucette, supported by Commissioner Goldworthy and adopted (Commissioners Racine and May voting nay) that the extra expenses incurred for the County Youth Home in the amount of $64,000 be paid from the Federal Revenue Sharing Fund.

The Committee then discussed the remaining budget amendments in the amount of $25,662. It was decided that the fair way would be to take a certain percentage of funds from each of the out departments above mentioned. After much discussion it was moved by Commissioner Anderson, supported by Commissioner Goldworthy and unanimously adopted that this Committee recommend to the Board that the County reduce the appropriations for 1976 for the following out departments and that the appropriations be amended to the following figures:

<table>
<thead>
<tr>
<th>Department</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Services</td>
<td>$141,008</td>
</tr>
<tr>
<td>Road Commission</td>
<td>173,834</td>
</tr>
<tr>
<td>County Parks Fund</td>
<td>16,049</td>
</tr>
<tr>
<td>Comm. on Aging</td>
<td>35,781</td>
</tr>
<tr>
<td>Acocks Med. Facility</td>
<td>117,684</td>
</tr>
<tr>
<td>Health Department</td>
<td>213,183</td>
</tr>
</tbody>
</table>

The Committee then discussed a rough draft of an Agreement between the County of Marquette and the Cooperative Extension Service in regarding to creating a position of County Extension 4-H - Youth Program Assistant. After discussion on the agreement, it was decided to refer the communication to the Personnel Committee for their consideration.
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The Committee then reviewed and communication and resolution regarding the Bond Paying Agent for the Courthouse Annex Bonds. This resolution will be submitted at the next regular meeting of the Board, and the Controller's Office was directed to place it on the agenda.

The Committee reviewed a communication from the Emergency Services Director regarding the proposed Marquette County Emergency Services Plan. After reviewing the Plan, the Committee decided to table the matter until the special Budget and Executive Committee meeting to be held later in the month.

The following communications which were reviewed and discussed, will be read at the next regular Board meeting:

1. Communication from CUPPAD regarding a call for recreation projects.
2. Communication from the Mine Inspector regarding a fatal accident at the Mother Mine.
3. Resolution from Genesee County Regarding a veterans' cemetery for the State of Michigan.
4. Resolution from Baraga County regarding property taxes and property evaluation.
5. Non-profit housing corporation request for funding from the County.
7. Notice of a public meeting to hear views on Project Seafarer on March 25, in Washington, D.C.
8. Notice of a meeting to be held in St. Louis on the conservation of the older Courthouse.
9. Communication from Michigamme Township regarding the poor condition of U.S. 41 from the M-95 Junction to the County line.
10. Communication from the Western Region District of NACo regarding their public lands program.
11. Communication from the 51st State of Superior, Inc., giving a format for their goal of separate statehood.
12. Notice of County Commissioners' Exchange Day to be held on May 17th.

The Committee then discussed a notice of a public hearing on the proposed general rules of the Barrier Free Design Act. This hearing will be held on March 31, 1976, at 10 a.m. After reviewing the communication, the Controller's Office was directed to refer it to County Planner Johnson for his review and comment.

The Committee then reviewed two communications requested CETA Funding. One is from Northern Michigan University requesting summer slots to hire students to perform research on the Marquette County Growth Impact Study. The other is from the Michigan Army National Guard requesting public service employees. The Committee, after reviewing the communications, directed the Controller's Office to send them communications informing them that their requests will be considered.

There being no further business, the meeting adjourned.

[Signature]
Secretary
March 31, 1976

A special meeting of the Budget and Executive Committee was duly called and held on March 31, 1976, at 7 p.m. at the Courthouse.

Present: Commissioners Anderson, Doucette, Goldworthy, Racine and Trepp.
Absent: Commissioner May
In Attendance for Part of the Meeting: Commissioners Alderton and Leadbetter.

The meeting was called to order by Chairperson Trepp.

The Controller distributed to those members present a packet of material related to the 1977 budget. This information was reviewed by the Committee. It included 1976 budget totals for departments, a summary of 1977 requests, anticipated revenues to the General Fund for 1977, detail of the General Fund, cut-department budgets as submitted to date, and communications from General Fund Department Heads, which accompanied their budget requests.

In reviewing this information, the Controller pointed out that the total budget requests are $4.6 million, while total anticipated revenues are about $3.3 million. This leaves about $1.3 million which either has to be cut from the budget or revenues increased to meet the needs.

It was mentioned that the schools have been getting a lot of publicity lately regarding their budget problems. With the information presented here, it is easy to see that the schools are not the only ones with financial problems. It may be necessary for the County to curtail some services in order to obtain a balanced budget in 1977.

The Committee then proceeded to review the budget requests submitted. The first request reviewed was that submitted by the Social Services Department. This budget is actually a compilation of 1975 actual revenues and expenses. What should be submitted is an actual projection in 1977 costs and anticipated revenues. In reviewing the information presented, it was noted that the State is taking over general assistance costs and by the middle of the year, it should be absorbing 40% so that the $398,000.00 shown for general assistance costs should actually be about $279,000.00. It was noted that in the expenditures figures, the $100,000 returned to the General Fund was reported as an operating expense. Deleting this item from expenditures together with the cut back in general assistance cost, it may be possible to reduce this department's request from $414,000.00 to $260,000.00.

In reviewing the Road Commission budget, it was noted that the maximum amount which can be appropriated to Road Commissions is 1 mil of the total County equalized valuation. It is unknown at this point what the County equalized valuation will be; it was generally felt that for tentative figures, the Road Commission should be allowed a maximum appropriation of $279,000.00. This amount, which can be legally appropriated, is considerably less than the Road Commission's request of $655,000.00. In reviewing this budget, the Controller was directed to check with the Road Commission as to what items were included in their estimated receipts for sales, refunds, and accounts receivable.

In reviewing the Airport budget, the Controller was directed to check several areas. The Committee would like to know what is meant by the January, 1977 cash balance figures in both the estimated receipts and the estimated expenditures. The Airport terminal is a new building so the amount budgeted for equipment purchases should be checked to see what items are needed. Also to be checked, is the administration and overhead charge to the Airport and the payroll.

In both the Parks and Harbor budget the Controller was directed to check administrative expense, the figure shown for Road Commission labor, and equipment rental. For the later item, it is wondered how it is calculated and how it is paid.

In the Forestry Commission budget, which is not requesting any funds for 1977, the Controller was directed to check the amount shown for land purchase and legal expense.

In reviewing the Health Department budget, it was noted that this budget is very detailed and self-explanatory.

At this point, the Committee reviewed and discussed the various communications submitted by General Fund Department Heads regarding their budgets. Communications were received from the County Planner, Co-op Extension Director, Emergency
Services Director, the Circuit Court Judges, Prosecuting Attorney, Sheriff, and Probate Judge.

The Committee then proceeded to review and discuss the General Fund Detail. It was noted that there was not a separate budget for the Friend of the Court. The Controller reported that he would have the Friend of the Court budget separated for both 1976 and 1977 for the next meeting of this Committee.

In reviewing these department requests, numerous areas of question were brought up. Some of the questions to be asked of the Department Heads when they are called in to discuss their budgets are:

1. **Courthouse** - What is the estimated cost of running the new Courthouse Annex?

2. **Sheriff** - What is the cost on long distance per month?

3. **Jail** - What is the present schedule of deputies meaning number of men or women per shift?

4. **Marine Safety Control** - a) How many emergency calls did Marine Safety go on last year? b) What is the possibility of renting scuba equipment or what is the cost of fixing the present equipment?

5. **Emergency Services** - Of the requested budget, how much financial backing may be picked up from the Federal Government?

6. **Hospitalization Premiums** - Under life insurance, does the amount requested include the cost of life insurance for Department Heads?

7. **Special Appropriations - County Harvest Festival** - Do employees of this festival get paid and if so, what is the amount and also how long is this practice been followed?

8. **Special Appropriations - Adult Mental Health Clinic** - Why the 100% increase?

The Commissioners request a list of the 1976 "over the budget" areas which the Budget and Executive Committee should find money for.

There being no further business, the meeting adjourned.
April 12, 1976

A regular meeting of the Budget and Executive Committee was duly called and held on Monday, April 12, 1976, at 7:00 p.m. at the Courthouse.

Present: Commissioners Anderson, Doucette, Goldsworthy, Racine and Trapp.

Absent: Commissioner May

The meeting was called to order by Chairperson Trapp.

Acocks Medical Facility representatives Chappell, Coombs, Helzel, Krack, Pellow, Swisher and Wehr joined the meeting to discuss the licensing problems of Acocks Medical Facility. Before entering discussion on the matter, Chairperson Trapp reviewed for those present a communication from Mr. Morris Rickley of the State Health Department. The communication mentions that Acocks has been licensed as a hospital for many years. Presently there are four med-surg beds for T.B. patients and 94 beds for long-term care. T.B. hospitals have been on the decline in recent years. Tuberculosis cases are being handled by general acute care hospitals. The communication mentioned that there have been no hospital type patients admitted to Acocks since 1974.

At this point in time, Acocks Medical Facility does not meet the requirements of a hospital and Mr. Rickley feels that it should change to a County medical care facility.

In discussing the matter of licensing, it was mentioned that a new board would have to be established if Acocks were to become a medical care facility. The new board would have two representatives from Social Services, one from the State at large, and four chosen by the County Board. They would also be required to have a licensed hospital administrator. It was mentioned that the medicaid payments do not meet the daily costs of the facility. If Acocks were to become a medical care facility, it is assumed that the medicaid reimbursement rate would be the same.

It is possible that if a change was made, the County may not qualify for the supplemental payment of $4.00 per day. In this regard, it was mentioned that of the 25 hospitals provided the supplemental payment in 1974, only one has received any money. Of the County owned facilities throughout the state, only two or three are self-sufficient and do not run with County appropriations.

The Committee then discussed the latest health department report on the condition of Acocks. This report shows many problem areas which need to be corrected before a license will be issued. It was mentioned that Acocks was reviewed on the basis of an acute care facility, which has much tighter regulations than those under which Acocks has been reviewed in the past.

Personnel at Acocks will reply to the health department report. The health department report can be appealed, but the necessary appeal forms have not been sent. If the health department report stands as it is written, Acocks will be endangered of losing its license. It was mentioned that there are two alternatives: 1) Acocks can be changed to a medical care facility, or 2) it may be possible to have a new classification established (eligibility has been introduced, but it has not passed as of this date.)

It was mentioned that with any change in the structure of Acocks, something in writing should be obtained from the State stating that there would be no change in the medicaid reimbursement rate and also that Acocks would not lose any reimbursement items currently under consideration. For the year 1974, $114,000 has been pledged from Lansing. Before any change in made, something should be received in writing so that this sum of money will not be withheld.

It was generally felt that the County should proceed along the lines of obtaining a County medical care license. In this regard, Acocks should ask for an extension of the existing license until such time as the necessary changes can be made.

With these thoughts in mind, the Acocks Medical Facility representatives left the meeting.

Sheriff Linsde and Mrs. Haw, representing the Alger-Marquette Senior Citizens Dinner Club then joined the meeting to discuss a proposal for feeding senior citizens. Mrs. Haw mentioned that in the City of Marquette, her biggest problem in feeding the seniors is supplying food. What she needs is a facility which can provide food in both quality and quantity. In providing meals to senior citizens, one of the most important things needed is portion control. She mentioned that the kitchen is very well equipped and a qualified cook is working there. What she is proposing is a five week trial period whereby the meals for the seniors would be cooked at the
jail one day per week and transported to the real site. If the trial period is satisfactory, she would like to see the program started full-time, five days a week in July. The present jail cook would be preparing 60 additional meals per day. The identical meal for the jail inmates would be prepared for the senior citizens. If the program were accepted, it would help both the senior citizens and the County. The County would receive some help in menu planning and purchasing and would receive additional funds. All raw foods to be used for the senior citizens would be purchased and paid for by jail WIR. The jail inmate food program would be supplemented by $16.00 per day worth of food. In addition to this, there would be a $3.00 per day rental fee paid to the County. In discussing the proposal, it was mentioned that the biggest problem would be in melding the resources of the two groups together.

The Sheriff mentioned that security would be no real problem, and he feels that payment in the way of raw food to the jail would solve any cash flow problem. He would suggest that it be given a trial period. This would be one day per week from mid-May through the end of June. If all goes well, then it could be made full-time starting in July. Sheriff and Mrs. Howe then left the meeting.

In further discussion of the matter, it was mentioned that the suggested proposal warranted a trial period to see how it will work. It was moved by Commissioner Dacasso, supported by Commissioner Coldmeyer and unanimously adopted that this Committee recommend to the Board that a five week trial period be allowed and if it works out to the satisfaction of the Sheriff and Mrs. Howe, the program be continued indefinitely.

The following communications, which will be presented at the next Board meeting, were read and discussed:

1. Notice of a planning and zoning meeting to be held in Wisconsin on May 12 & 14.

2. Communication from Representative Jacobetti regarding the presidential preference primary.

3. Communication from Representative Hallman regarding Senate Bill #1232.

4. Notice of a public hearing on rules for energy conservation in new building design to be held in Lansing on May 10.

5. A communication from the Commission on Aging recommending persons for appointment to the Commission (copy attached.)

6. Notice of energy conservation conference and workshops to be held at MSU on April 27, 1976.

The Committee then read and briefly discussed a notice regarding the collective bargaining meeting to be held at the Holiday Inn at Marquette. It was noted that the Board at their last regular meeting had taken action on the communication. The Controller was directed to refer the communication to the Chairman of the Personnel Committee.

The Committee then discussed the possible establishment of the position of Personnel Director. This matter was approved by the Personnel Committee and referred for possible funding. The Personnel Committee feels that such a position should be established as there are now four union contracts which need to be implemented. This person, if hired, could be in charge of maintaining all personnel files, applications for employment, participate in screening applicants, maintain sick leave and vacation records and in general, handle Courthouse personnel problems.

In discussion of this matter, it was felt that this would be a big job for the County. It was felt that a person with the qualifications necessary for such a job could probably not be hired for anything less than $15,000.00. A background would be needed in industrial relationships with knowledge of contract language and the capability of handling personnel. This person would also need a secretary, office equipment, supplies and other items.

After discussion of this matter, it was moved by Commissioner Racine, supported by Commissioner Anderson and unanimously adopted that this Committee recommend to the Board that a Personnel Director be hired and a budget be established for salaries and related expenses for operations. The Controller was directed to prepare the
necessary figures for presentation to the Board and to the Tax Allocation Board for 1977 budget.

Planning Commission representatives Farrell and Johnson together with Mr. Yuehene from the Michigan State Highway, and Transportation Department joined the meeting to discuss a County Wide Transportation system. Mr. Johnson reported that since meeting with the Committee last month, he has drawn up an application for the funding of a demonstration grant under Section 147 of the Federal Aid Highway Act of 1973. The grant would be for a two year demonstration period with a total cost of $468,000.00. The grant would be 100% funded by the Federal and State governments. He reviewed with the Committee proposed tentative routes for buses to run within the County. These buses would be small with the maximum carrying capacity of 24 passengers. There would be two buses for use in the Marquette, Chocolay, and Pocono Area. Two buses for use in the Quimby area and two for transportation in the eastern end of the County. The grant is such that there would be no cost to the County for the first two years. After the program has been in operation, it is suggested that the question of whether to continue be put before the voters of the County to see if they would be willing to have extra mileage levied. If a vote is held and the people decide that they do not want the program, then it can either be discontinued or other funding found.

In all, it will be a 20 month program as the first five months are to be used in establishing the routes and related materials. It was mentioned that this system could not run in the area presently serviced by the Marquette Transit Authority. Transfer points would have to be set up so passengers could transfer from the County system to the Marquette, Ishpeming, Menganee city system.

In discussion of the proposal, it was mentioned that this is a very good chance to try a program without their having any cost to the County. This is a very good way to find out whether or not the County can maintain a County Wide mass transportation system. In a review of the timetable for implementation, it was mentioned that the County would have to be decided on June or July if they were picked for the demonstration. A public hearing and related matters would be taken care of and by the fall, or signed agreement could be had. After this, a transportation planner should be hired to set up the routes, train personnel, establish contracts, etc. Buses could be on the road in about a year. The Planning Commission has set and discussed the program and is recommending that the County Board file the application. A sample resolution for adoption by the Board was submitted.

In another matter, the County Planner mentioned that the water authority has received a $4,000.00 grant from EDA. This grant is to be used in establishing the rules and procedures, bylaws and guidelines for the water authority to follow. The water authority is in the process of applying for a $100,000.00 from EDA. They would like the County to apply for this grant as the authority cannot apply for funds yet. The grant would be 100% federally funded with no local match. A sample resolution was submitted. Planning Commission representatives and Mr. Yuehene then left the meeting.

In discussing the transportation plan, it was felt that this is a very good opportunity for the County to find out if mass transportation will work. After discussion it was moved by Commissioner Racine, supported by Commissioner Doherty and unanimously adopted that this Committee recommend to the Board adoption of the resolution applying for the transportation grant.

After brief discussion on the water authority, it was moved by Commissioner Colsenworthy, supported by Commissioner Racine and unanimously adopted that this Committee recommend to the Board adoption of the resolution applying for the grant from EDA.

The Committee then discussed the Emergency Services Basic Plan. This plan was submitted at the last meeting of this committee. In discussion of the plan, it was felt that it is a very good plan and should be adopted by the County Board (copies attached). It was moved by Commissioner Doherty, supported by Commissioner Anderson and unanimously adopted that this Committee recommend to the Board that the Emergency Services Basic Plan be adopted by the Board.

The Committee then received and briefly reviewed 1977 budget requests from the Commission on Aging, Access Medical Facility, and Friend of the Court. These budgets will be included for presentation to the Tax Allocation Board.

The Committee then reviewed information presented on the machine accounting system.
Information has been received from Burroughs Corporation on a small accounting computer. This machine complete with a payroll program and a budgetary and general ledger program, would cost about $10,500.00. This machine could be purchased over either a 1,2, or 3 year period. Other costs involved would be a service agreement in the amount of $1,600.00 per year and necessary forms and paper costs of about $2,000 - 2,500.00 per year. The machine would be relatively easy to run and a current employee could be trained in the operation. The machine is adaptable for future needs. Additional programs and more equipment can be added for use with this machine. If such a machine were purchased and paid for over a three year period, the total cost including the service agreement and paper for the three years would be about $32,400.00. After the third year, costs per year would be in the neighborhood of $5,000.00. The Controller was directed to continue looking at various machines and gather all available information on accounting machines. It was felt that the anticipated costs for such a machine should be included in the budget being submitted to the Tax Allocation Board.

After discussion, it was moved by Commissioner Racing, supported by Commissioner Goldsworthy and unanimously adopted that one-third of the total three year cost for an accounting machine be included in the budget for submission to the Tax Allocation Board.

The Committee then discussed disposal of the older camera-type machine used by the Register of Deeds. Since the County has obtained a larger Xerox machine, the older one has not been used. The Controller reported that in discussing disposal of the machine with other counties, this type of machine is very hard to sell. Other counties, who have switched to Xerox, have not been able to sell. One county had their machine removed and hauled to the dump. The Controller's office has received one inquiry from a local firm to purchase the machine for its scrap value.

After discussion of the matter, it was moved by Commissioner Racing, supported by Commissioner Goldsworthy and unanimously adopted that this Committee recommend to the Board that the machine once used for recording documents in the Register of Deeds office, be sold on bids.

The Committee then discussed the request of Action Non-Profit Housing to be included in the 1977 budgets in the amount of $7,000.00. It was generally felt that Action does a good job and runs a good program, but with the financial condition of the County, this request should be denied. After discussion of the matter, it was moved by Commissioner Bouvette, supported by Commissioner Racing and unanimously adopted that the request be denied.

Chairperson Trapp then gave a brief report on the meeting she attended in Lansing on behalf of the Board. The meeting was held to review proposed changes to the rules and procedures for OEDP Committees. While Marquette County has a very good OEDP Committee, there are some regions that do not. The Federal Government is interested in having good public input into the OEDP process, and has instituted a new reporting system for the committees to follow. At the meeting, a questionnaire was given out. This questionnaire is to be reviewed and answered by the OEDP Committee.

There being no further business, the meeting adjourned.

[Signature]
Secretary
April 29, 1976

A special meeting of the Budget and Executive Committee was duly called and held on Thursday, April 29, 1976, at 7:00 P.M. at the Courthouse.

Present: Commissioners Anderson, Doucette, Goldworthy, May, Racine and Trapp.

Absent: None.

The meeting was called to order by Chairperson Trapp.

Chairperson Trapp reported that the special meeting was called to review the budget requests submitted. It was felt that some review and reduction should be made for submission to the Tax Allocation Board.

Before entering discussion on this subject, the committee reviewed and discussed a communication from Emergency Services Director Zorra. The communication mentioned that the county has a complete emergency field hospital in storage at Northern Michigan University. There has been some theft of articles and water damage to the stored materials. The supplies and equipment need to be moved and the Sheriff has set aside a portion of the storage area in the jail for storage of the hospital. He has checked with one mow who estimates it will cost about $300.00 to have the equipment moved. In discussing the communication, it was noted that a portion of the equipment has already been moved into the jail. The Controller was directed to check as to how much of the equipment was moved, what remains, and to check other mows on estimates. This information should be available for the next meeting of this committee.

The committee then reviewed communication from ANCAN. The communication notes that they were appropriated $2,500.00 in 1974, this was reduced to $1,500.00 for 1975 and 1976. They are requesting that the appropriation be set at $2,500.00 for 1977. It was generally felt that this was a good idea and after discussion the ANCAN appropriation was tentatively raised from $1,500.00 to $2,500.00 in 1977.

The committee then reviewed the budget requests submitted by the out departments. The County Road request was for a total of $55,000.00. In discussing this request, it was noted that state law would limit any appropriation made to one mill of the county equalized valuation or $295,947.21. It was noted that the Road Commission was appropriated $260,000.00 in 1976, this appropriation was reduced to $173,874.00 for 1976. It was generally felt that the County Road appropriation should be the same as the 1976 appropriation plus 10% for inflation. The County Road appropriation for 1977 was then tentatively set at $275,000.00.

The Social Services budget request totaled $411,000.00. It was noted that this is an odd budget in that it is using 1975 actual figures rather than an estimate of costs for 1977. It was noted that the $100,000 transfer to the General Fund was included as an expense, this was not an actual expense and when deducted would reduce their request to $314,000.00. This budget submitted did not include any corrected figures for the state takeover of general assistance costs. In 1977 the state will take over 20% of these costs for the first 6 months and 40% for the last 6 months of the year. In computing this, it would save the county $119,474.00 to have the state take over a portion of the general assistance costs. After deducting this amount from the general assistance expense, 10% was added to cover increases in the number of general assistance recipients. The Social Services appropriation for 1977 was tentatively set at $213,974.00.

The Airport budget request for 1977 totaled $143,200.00. It was noted that it is hard to determine the actual operating costs for the new terminal building as it has not been in operation very long. In reviewing the budget, it was noted that there was an item showing that a cash balance was needed at the end of the year. It was felt that this was unnecessary and after discussion $20,000.00 was deleted from the request and it was tentatively set at $123,200.00.

The Acococks Medical Facility budget request totaled $279,274.00. It was noted that the $60,000.00 figure shown for county portion of retirement costs is actually covered in another budget item, this amount was deducted. It was also noted that depreciation items shown are actually non-cash expense. The depreciation totaled $43,177.00 and was also deducted leaving a tentative appropriation for 1977 of $175,957.00.
Budget and Executive Committee
April 29, 1976
Page 2

The County Health Department budget request was $296,239.00. It was noted that this budget is very well drawn and all items appear to be in order. In discussing this budget, it was mentioned that the federal government will be offering free swine flu shots to the entire population. It was noted that the vaccine will be free but the county may have to pay for the injection equipment. In discussing this matter with Dr. Potter, it was mentioned that the County Health Department would have to inject about 48,000 people. K.J. Sawyer, the branch prison and the college would be done by the state or federal government. Dr. Potter stated that if 800 shots were given per day, it would take about 75 work days to completely do the county. He stated that a cost of about $0.13 per shot would have to be borne by the county, this would total $62,400.00 and this amount was added to the budget request. In reviewing the budget, it was felt that if no new or expanded positions were allowed there could be a savings of $6,350.00, this amount was deducted and the Health Department's appropriation for 1977 was tentatively set at $295,179.00.

The other similar out department budget requests were tentatively set as requested. These were Parks Commission - $12,000.00; Harbor Commission - $9,500.00; Commission on Aging - $13,612.00; Child Care - 195,000.00; Employees Retirement Fund - $100,000.00; and Jail Bond Debt Retirement - $145,937.50.

The committee then briefly reviewed the General Fund budget. These budgets have been re-worked by the Controller's Office with some being reduced and one or two being increased. The departments involved were contacted for their thoughts and views on the budget submitted. In addition to a Controller's Office's review, the committee made the following changes to the General Fund budget:

In the Emergency Services budget, the $300.00 shown for equipment was deleted. This office is moving into the new building and all equipment should be included in the furnishings to be purchased. The $75.00 in miscellaneous was also deducted as there are no General Fund departments that have an item for miscellaneous expense.

In the Cooperative Extension budget, $600.00 was deducted from the equipment request as this office will also be moving in the new annex.

In the Friend of the Court budget, the $3,800.00 for the half-time clerk was deducted as the Friend of the Court has reported that he feels this position is not necessary.

In reviewing the reductions made, it was learned that the net millage needed for the county is now 0.65 mills. The committee felt that this is a much better figure to approach the Tax Allocation Board with then the 11.5 mills requested originally.

The committee then discussed the need to have an alternate for Commissioner Trapp on the Specific Ore Tax Committee. It was thought that County Treasurer Jim Sodergren would be a very suitable and capable alternate on this committee. After discussion, it was moved by Commissioner Goldsworthy, supported by Commissioner Doucette and unanimously adopted that Mr. Sodergren be named as the alternate to the Specific Ore Tax Study Committee. Commissioner Trapp will relay this information to the study committee.

There being no further business, the meeting adjourned.

[Signature]
Mary R. [Signature]
April 29, 1976

A special meeting of the Budget and Executive Committee was duly called and held on Thursday, April 29, 1976, at 7:00 P.M. at the Courthouse.

Present: Commissioners Anderson, Doucette, Goldsworthy, May, Racine and Trapp.

Absent: None.

The meeting was called to order by Chairperson Trapp.

Chairperson Trapp reported that the special meeting was called to review the budget requests submitted. It was felt that some review and reduction should be made for submission to the Tax Allocation Board.

Before entering discussion on this subject, the committee reviewed and discussed a communication from Emergency Services Director Zorra. The communication mentioned that the county has a complete emergency field hospital in storage at Northern Michigan University. There has been some theft of articles and water damage to the stored materials. The supplies and equipment need to be moved and the Sheriff has set aside a portion of the storage area in the jail for storage of the hospital. He has checked with one mover who estimates it will cost about $300.00 to have the equipment moved. In discussing the communication, it was noted that a portion of the equipment has already been moved into the jail. The Controller was directed to check as to how much of the equipment was moved, what remains, and to check other movers on estimates. This information should be available for the next meeting of this committee.

The committee then reviewed communication from GYCA. The communication notes that they were appropriated $2,500.00 in 1974, this was reduced to $1,500.00 for 1975 and 1976. They are requesting that the appropriation be set at $2,500.00 for 1977. It was generally felt that this was a good idea and after discussion the GYCA appropriation was tentatively raised from $1,500.00 to $2,500.00 in 1977.

The committee then reviewed the budget requests submitted by the out departments. The County Road request was for a total of $655,000.00. In discussing this request, it was noted that state law would limit any appropriation made to one mill of the county equalized valuation of $795,247.21. It was noted that the Road Commission was appropriated $250,000.00 in 1975, this appropriation was reduced to $173,874.00 for 1976. It was generally felt that the County Road appropriation should be the same as the 1975 appropriation plus 10% for inflation. The County Road appropriation for 1977 was then tentatively set at $275,000.00.

The Social Services budget request totaled $414,000.00. It was noted that this is an odd budget in that it is using 1975 actual figures rather than an estimate of costs for 1977. It was noted that the $100,000 transfer to the General Fund was included as an expense, this was not an actual expense and when deducted would reduce their request to $314,000.00. This budget submitted did not include any corrected figures for the state takeover of general assistance costs. In 1977 the state will takeover 20% of these costs for the first 6 months and 40% for the last 6 months of the year. In computing this, it would save the county $119,474.00 to have the state takeover a portion of the general assistance costs. After deducting this amount from the general assistance expense, 10% was added to cover increases in the number of general assistance recipients. The Social Services appropriation for 1977 was tentatively set at $213,974.00.

The Airport budget request for 1977 totaled $143,200.00. It was noted that it is hard to determine the actual operating costs for the new terminal building as it has not been in operation very long. In reviewing the budget, it was noted that there was an item showing that a cash balance was needed at the end of the year. It was felt that this was unnecessary and after discussion $20,000.00 was deleted from the request and it was tentatively set at $123,200.00.

The Acker Medical Facility budget request totaled $279,274.00. It was noted that the $60,000.00 figure shown for county portion of retirement costs is actually covered in another budget item, this amount was deducted. It was also noted that depreciation items shown are actually non-cash expense. The depreciation totaled $483,317.00 and was also deducted leaving a tentative appropriation for 1977 of $175,957.00.
The County Health Department budget request was $296,239.00. It was noted that this budget is very well drawn and all items appear to be in order. In discussing this budget, it was mentioned that the federal government will be offering free swine flu shots to the entire population. It was noted that the vaccine will be free but the county may have to pay for the injection equipment. In discussing this matter with Dr. Potter, it was mentioned that the County Health Department would have to inject about 48,000 people; K.J. Sawyer, the branch prison and the college would be done by the state or federal government. Dr. Potter stated that if 800 shots were given per day, it would take about 75 work days to completely do the county. He stated that a cost of about $0.13 per shot would have to be borne by the county, this would total $6,240.00 and this amount was added to the budget request. In reviewing the budget, it was felt that if no new or expanded positions were allowed there could be a savings of $8,350.00, this amount was deducted and the Health Department's appropriation for 1977 was tentatively set at $295,179.00.

The other similar out department budget requests were tentatively set as requested. These were Parks Commission - $19,800.00; Harbor Commission - $8,500.00; Commission on Aging - $43,612.00; Child Care - $95,000.00; Employees Retirement Fund - $100,000.00; and Jail Bond Debt Retirement - $145,937.50.

The committee then briefly reviewed the General Fund budget. These budgets have been re-worked by the Controller's Office with some being reduced and one or two being increased. The departments involved were contacted for their thoughts and views on the budget submitted. In addition to a Controller's Offices' review, the committee made the following changes to the General Fund budget:

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The committee then discussed the need to have an alternate for Commissioner Trapp on the Specific Ore Tax Committee. It was thought that County Treasurer Jim Sodergren would be a very suitable and capable alternate on this committee. After discussion, it was moved by Commissioner Goldsworthy, supported by Commissioner Doucette and unanimously adopted that Mr. Sodergren be named as the alternate to the Specific Ore Tax Study Committee. Commissioner Trapp will relay this information to the study committee.

There being no further business, the meeting adjourned.

[Signature]
Secretary
Sawttle, May, Racine, Trapp, Goldsworthy

McLean Leedbettter McQuick

Called to Order by Trapp

1. To be
2. Judge letter - CUHPAD interested in helping with planning - Brig. Mam held meeting in London, Voss. for Jones' to explain how to get preliminary info in can that get going 4 a further step - could be misunderstanding - to be

3. To be
4. To be
5. To be
6. CUHPAD - meeting
7. To be
8. To be
9. To be - could be acted on before if so don't need to resubmit
10. To be

11. Check amounts to be financed by county seem quite high for a second similar contractor directed to check of figures to see if accurate

14. Resolutions - confusing - need definitions of sales appraisal and justified sales studio seem to be against using only sales studio - actual assessment every year would be very costly - staff is requiring a study done on each unit each year - staff will accept sales studio - should have Schneider's review and have full explanation of the meaning for the BE meeting - seek advice and ask for explanation
Newango - is better power co assessment
- relate in simpler form - would be better

Arm. Inc. To be - will be controller
Time - to be

Personnel Director - 15 positions

needs close look at how setup +
organization - work done by other

Sheriff Whitman Mallett - Marine Safety Equipment

Capital hand out - outlining needs of office
in absence of team in county - talking of
Sheriff's Dept. Diving Squad - have 2 qualified
diver - have own equipment -
State Police - 1 man in Spec 1 Coast Guard diver
in Mgr. both will not enter water without another man from dept. - city has diving for use
in city limits - would take at least 4 hours
to have team in water
require diving - city $100 - 1000 - complete gear
with without - instead would be $50 less -

sums worldwide - recommend to
buy new May - purchase of equipment not
in excess of 7000

needs to find money for uniform budget -

1969-70 prepared county booklet - study
alternative forms of county govt - hoped county
involves elections - review past deviations -
solve problems locally - hat 139 - appointed
manager
policy-making group - remain the way
appoint manager - would be practically
the same. - elected executive - need to
bring both before the electorate.
I could decide to put either on ballot - if
people petition then both go.
arguing county manager system. Rather
than more personnel now.

Unsuitable form - for a AGAIN
then question of which type - would be
willing to help in any way - and guarantee
that would save money or not -
how would get more from manager - have a lot of

Elected executive would have veto power over set.
Manager would be similar to city manager.

Large - concerning appropriation of $300 to
move county hospital - was not able to
get companies to view equip. 3 companies
contacted - 30-35 per hour - $250-300 total
some of equipment moved - most of smaller
items moved - left - 40-50, 30 - 50, generators
complete box bed emergency - $4,000 when palm $10,000 now

In equip, major equip needed for emergency situations would not
be disposed -

If had money would like to have more later in 2nd
week in June - would not inventory equipment
should be moved.

May Budget Recommend that sum not to
exceed $300 be appropriated for moving of equipment.
Bids for comm system came in lower than grant by about $9,000.

We said that county was going to set up communication system for all areas, police, etc. Bids taken to not set up county wide equipment necessary to handle. Suggest that county be asked in future of additional equipment to work toward better communication for county operation.

System as bid so toward police only; doesn't provide for ambulance, fire, and other. Suggested that grant could be used only for law enforcement in favor of expanded system but told could not be done—should check.

Could set up good base station—get some reputation.

Should not return any—use for equipment for county. Will talk to be sure to see if anything can be done.

[Other handwriting in the document is difficult to read due to the handwriting style.]
Personnel Dir. - Donelle May Tel. discussion for personnel Director.

Person Comm. - review - how do we control their job descriptions from other counties - control from where?

Substance Abuse Services - numerous communications - health dept. is NYPL Co. Coordinating agency. Stated could not supply service. To contracted out. State wants to reduce # of agencies.

UPCAP requested meeting submitted budget. State office withheld meeting for those submitting plans - to say how what is on plans. Met with Sloan at Health Comm meeting.

Plan submitted by present UPC Coordinators to UP for approval. Meeting would be held July 7 in Wat.

Given fact still undecided did not think would come up at May Comm meeting - whatever group in should have proportional voting. Judd should table for further information.

Andrew Race - move to table for further information.

Hope Trapp & Jack Juddston be appointed to attend meeting on July 7th.

Adjourn

City funds to June 2nd

RE June 2nd before Bed.

Sally to Meeting Fri.
AGENDA FOR BUDGET AND EXECUTIVE COMMITTEE MEETING
May 17, 1976

1. Resolution from Dickinson County regarding increased costs of fishing licenses.

2. Communication from Probate Judge DeFant regarding the impact of the new child care act.

3. Communication from the Department of Social Services regarding designation of May as Adult Foster Care Month.

4. Communication from Representative Hellman acknowledging receipt of the Board's mailgram regarding House Bill 6007.

5. Communication from the State Treasury Department regarding a change in the State audit schedule.


7. Resolution from Bay County regarding Federal Public Works Bill.

8. Communication from the State Treasury Department regarding County Board's publishing of claims and accounts.

9. Resolution from Genesee County regarding support for House Bill Resolution 56.

10. Resolution from Genesee County regarding lack of county financial control.

11. Personnel Committee recommendation regarding establishment of Personnel Director's position.

12. Personnel Committee recommendation regarding the position of administrative secretary to the Board.

13. Communication from CUPPAD regarding the county's match for the youth home equipment and staffing grant.

14. Various communications and resolutions regarding county accessing and equalization.

15. 8:30 p.m. Sheriff Lasich to discuss equipment for Marine Safety Division.

16. 8:30 p.m. Emergency Services Director Zorza to discuss moving of hospital and communication system.

17. Various notices and communications regarding consolidation of substance abuse coordinating agencies.
A regular meeting of the Budget and Executive Committee was duly called and held on Monday, May 17, 1976, at 7:00 P.M. at the Courthouse.

Present: Commissioners Anderson, Doucette, Goldsworthy, May, Racine and Trapp.
Absent: None.
In Attendance: Commissioner Leadbetter and League of Women Voters Representatives Glenn and Quirk.

The meeting was called to order by Chairperson Trapp.

The committee first reviewed several communications which will be presented at the next regular meeting of the County Board. These communications were:

1. Resolution from Dickinson County regarding the increased cost of fishing licenses.

2. Communication from the Department of Social Services regarding designation of May as Adult Foster Care Month.


4. Communication from the State Treasury Department regarding a change in the State audit schedule.

5. Notice of a CUPPAP sponsored seminar on Municipal Liability and Insurance to be held on Monday, May 24th, in Escanaba.

6. Resolution from Bay County regarding the Federal Public Works Bill.

7. Communication from the State Treasury Department regarding the County Boards publishing of claims and accounts.

8. Resolution from Genesee County regarding the lack of county financial control.

9. Resolution from Genesee County regarding support for Michigan Legislators Joint Resolution 85. There was some discussion on this resolution. It was felt that the County Board may have acted previously on the same matter. The Controller was directed to check and if previous action was taken, to remove this resolution from the agenda for the Board meeting.

10. A communication from CUPPAP regarding the county's match for the youth home equipment and staffing grant. The county had previously submitted a cash match grant. Due to the state's lengthening of their fiscal year by three months, it will require the county's match to increase. The figure shown seemed to be quite high and the Controller was directed to verify the amount before submitting to the Board.

11. Communication from Probate Judge DeFant regarding the impact of the new child care act. It was mentioned that CUPPAP is interested in helping with the planning which is required under the new act. A meeting has tentatively been set for June 3rd to meet with Social Services, County Board representatives and the Judge and his Juvenile Division staff to explain what is required under the act.

The committee then discussed two identical resolutions, one submitted by Michigame Township and one submitted by the Marquette County Townships Association. The resolutions concern the use of sales studies by the Tax Equalization Department and a change from the three-year cycle to having all townships done every year. It was noted that the resolutions are very confusing regarding the change from a three-year to a one-year cycle for studies. It was noted that the state is requiring a study to be done in each unit each year. The state will accept sales studies which it seems the resolution is opposed to. The Controller was directed to contact Equalization Director Schneider and have him review the resolutions.
The committee then reviewed a communication from the new Newaygo County Board of Commissioners. The communication concerned a proposed amendment to State Legislation which would change the property tax assessment of real and personal property of public utilities. The change requested would reduce public utilities assessment to a value not in excess of the value attributed to that property by the Public Service Commission in their rate making guidelines. The Public Service Commission uses original costs less depreciation in their computation. If this change is allowed, the tax base for communities which have public utilities could be greatly reduced.

There is legislation proposed which would clarify the definition of "cash value" for assessment purposes. Newaygo County is urging support for this legislation. The communication will be presented at the next meeting of the Board.

Sheriff Lasich and Deputies Hallett and Whitman then joined the meeting to discuss necessary equipment for the Marine Safety Program. Information was given to the committee members in written form outlining the needs of the office and cost involved. The Marine Safety Department was interested in obtaining scuba gear. They mentioned that there is an absence of a diving team in the county; the State Police has one diver in L'Anse and the Coast Guard has one diver in Marquette. Both of these will not enter the water without another man from their own department. It would take from four to six hours to have either the State Police or the Coast Guard place a diver team in the water. The Marquette City Police Department has a diving team but their use is limited to areas within the city limits. The Sheriff's Department is proposing that a diving squad be established. They have four qualified divers working in the department, two of which have their own equipment. What the Marine Safety Department is requesting is two complete sets of diving gear. These two sets could be obtained for about $1,600. It was felt that this equipment is needed and after discussion it was moved by Commissioner Doucette, supported by Commissioner Ray and unanimously adopted that this committee recommend to the Board that the diving gear be purchased for an amount of money not to exceed $1,700.

Deputies Hallett and Whitman then left the meeting.

League of Women Voters Representatives Glenn and Coirick then gave a brief presentation to the committee. They mentioned that a few years ago the League had prepared a county booklet. In the booklet they have, it studies alternative forms of county government. The concern now is with the reports they have heard of the County Board hiring a personnel director. They are recommending that the County Board seriously consider the use of Public Act 139 which concerns either an appointed county manager or an elected county executive. They would recommend that the county look into this matter and seriously consider the appointment of a county manager. It was mentioned that with use of a county manager the setup would be similar to what is happening now. The Controller has been given duties similar to those given to a county manager. To establish either a county manager or county executive type of government a vote of the people would be required. The County Board could decide to put either one on the ballot and if the public petitions, then both could go on the ballot. Mentioning that they would be willing to help in any way they could, the League of Women Voters Representatives left the meeting.

The Emergency Services Director Zorza then joined the meeting. First topic of discussion was the need to move the county owned emergency hospital. Mr. Zorza mentioned that he was not able to get any moving companies to actually view the equipment to be moved. Three companies were contacted and using a square foot estimate gave costs totaling $250 - $300 to have the equipment moved. Most of the smaller equipment has already been moved from the jail. Most of the items remaining are large or bulky. It was suggested that if the equipment is moved, a list and inventory should be made. After further discussion, it was moved by Commissioner Ray, supported by Commissioner Doucette and unanimously adopted that this committee recommend to the Board that a sum of money not to exceed $300 be appropriated for the moving of the county emergency hospital.
Mr. Zorza and the Sheriff then briefly discussed the matter of the bids recently received for the county-wide communication system. It was mentioned that the bids came in about $40,000 less than the amount allowed in the grant. It was suggested that the excess money be used in purchasing additional equipment to work toward better communication for the county. The system as bid is for police only and does not provide for ambulance, fire and other county needs. It was the feeling of committee members that the grant monies could be used only for law enforcement communications.

It was mentioned that Mr. DeLeeuw of CHIPAB, who has been working on the grant, will be contacted to see if any additional purchases can be made. Sheriff Lasich and Mr. Zorza then left the meeting.

The committee then discussed two recommendations submitted by the Personnel Committee. One recommendation concerns the establishment of a position of administrative secretary to the Board and the other concerns a county personnel director and secretary. An administrative secretary to the Board would relieve the Controller’s Office of the need to act as a secretary. It has been estimated that about 50% of the Controller’s time could be devoted to other duties if such a position was established. This person could take and transcribe the minutes of all committee meetings, prepare recommendations to the Board, send notices, handle and answer County Board correspondence and other duties as related to the County Board of Commissioners. It was mentioned that there have been some problems in the Controller’s Office and creation of this position should help.

Following some discussion on whether or not further time was needed to review and discuss the situation, it was moved by Commissioner Doucette, supported by Goldworthy and adopted, Commissioner Ray voted “nay”, that this committee recommend to the Board that an administrative secretary to the Board be hired. It is further recommended that a budget amount of $6,000 be established to cover salary and fringe benefits for the remainder of 1976 with the matter of hiring and the salary to be handled by the Personnel Committee. In discussing the matter of the personnel director, it was felt that further review and information should be obtained before any recommendation is made to the Board. It was wondered how this position would tie in with the Controller and who would be responsible for the direction and control of the personnel director. After discussion, it was moved by Commissioner Doucette, supported by Commissioner Ray and unanimously adopted that further discussion on the personnel director’s position be tabled.

The committee then reviewed and discussed several communications submitted by the State Public Health Department regarding U.P. Substance Abuse consolidation. It was mentioned that the County Health Department is the coordinating agency for the county. The State is in the process of reducing the number of agencies supplying substance abuse services. The communications request the Board to name a coordinating agency. It was felt that there is still much information to be added before a decision could be made by the county in this matter. After discussion, it was moved by Commissioner Anderson, supported by Commissioner Pacine and unanimously adopted that further discussion on this matter be tabled until more information is received.

There being no further business, the meeting adjourned.

[Signature]
Secretary
June 21, 1976

A regular meeting of Budget and Executive Committee was duly called and held on Monday, June 21, 1976 at 7:00 p.m. at the Courthouse.

Present: Commissioners Doucette, Goldsworthy, May, Racine, Trapp and Anderson.

Absent: None

In Attendance: County Planner, Lyn Johnson, League of Women Voters representatives, Marilyn Gorski and Phyllis Stien, and Prosecuting Attorney, Gary Walker.

Lyn Johnson, Marquette County Planner, discussed a Community Development Grant which would be used to improve homes of low and medium income families. He explained that P.A. 701, through which the program was created, provides for:

1. Housing study analysis.
2. Updating of County Comprehensive Plan.

The County share would be $20,000.00 of the $20,000.00 program. Mr. Johnson stated the program would not require additional staff. The application is due June 22, 1976 but an extension has been allowed to Friday, June 29, 1976.

Comm. C. Anderson moved that the resolution presented regarding the grant be approved, Commissioner Doucette supported the motion, and it was unanimously carried.

Mr. Johnson then explained a proposal made by the Head Corporation in which they would erect a park at their expense and turn it over to the County of Marquette. The deed would be for a span of 23 years at $1.00 per year. Marquette County would be responsible for the maintenance of the new park and the present park would be closed down. Mr. Johnson stated his department is in the process of figuring what the cost of maintaining the campground would be to Marquette County. It was mentioned that the campground, located in Wells Township, Section 35, Govt Lot 6, is more readily accessible to residents of Delta County than to those of Marquette County. The property discussed is 20 acres in size. The matter was referred to the Environmental Quality Committee. Lyn Johnson then left the meeting.

Phyllis Stien and Marilyn Gorski, representatives of the League of Women's Voters, were present to express their views on the creation of a County Manager or County Executive as provided by P.A. 139, in place of the Personnel Director position currently being considered. A County Manager, they stated, would carry out the policies adopted by the commission and decrease the confusion for the ordinary citizen when trying to locate information dealing with the County. It would also, they believe, cut down duties now done by the Clerk's and Controller's offices which are not within their realm of responsibility. They asked the Board to consider the possibility that temporary jobs be used for this purpose until it becomes feasible for the County to create such a County position.

Commissioner May asked what the benefits over the current system and how it would effect the current structure of government. Mrs. Gorski stated the position of mine inspector is not provided for in P.A. 139, and the benefits of the position were greater efficiency and the elimination of duties that the Clerk and Controller Offices are now carrying out that do no fall under their jurisdiction.

Commissioner Doucette asked if the County Manager, as outlined by P.A. 139, would have policy making responsibilities; Mrs. Gorski replied that the position calls for the carrying out of policies made by the Commission. The representatives of the League of Women Voters then left the meeting.

Commissioner Trapp read a letter from E. Miriam Carter, 103 Case St., Nequasance, MI, supporting the Board's adoption of the County Manager position.
The following resolutions were read and referred to the Board:

1. Resolution from Dickinson County regarding the assessed value of public utilities.
2. Resolution from Livingston County regarding the property tax revenue sharing proposal.
3. Resolution from Washtenaw County regarding State reimbursement to counties for space utilized by Circuit Courts.
4. Resolution from Michigan Northern Counties Association regarding County Boards being the employers of Circuit Court employees.
5. Resolution from Michigan Northern Counties Association regarding legislation that would require the State to pay for any State mandated program.

Prosecuting Attorney Gary Walker then joined the meeting to discuss pending lawsuits against Marquette County. Lew A. Kiddor v. Marquette County Mine Inspector, Board of Commissioners, Champion Township, and Allison Green, Treasurer of the State of Michigan, deals with the fencing of a mining property by the County of Marquette, as provided by law, which is owned by Mr. Kiddor. He contends the fencing was not necessary. His property was assessed the cost of erecting the fencing. Mr. Walker stated an answer must be filed by June 25, 1976, which he will do.

Gary Walker then discussed the suit of Sands Township v. Marquette County Tax Allocation Board. Sands Township failed to put in for a mill and as a consequence lost it; their suit deals with the recovery of their mill.

A discussion took place regarding whether the County would be responsible for legal expenses and if a conflict of interest would exist if Mr. Walker represented the Board in this matter. The possibility of an outside lawyer was mentioned. Mr. Walker stated he would submit an opinion concerning who would be responsible for expenses and also if it would be a conflict of interest if he was used as an attorney.

A discussion was held with Gary Walker concerning the City of Negaunee v. Marquette County Board of Commissioners. The committee asked Walker of an opinion on this matter. The Michigan Tax Tribunal has assigned Docket No. 19168 to the case. Gary Walker then left the meeting.

Notice of Labor Seminar was read and referred to the Board. Notice of State Boundary Commission meeting was also read.

A communication from the State Health Department requesting the names and addresses of those appointed to review the Substance Abuse consolidation alternatives was read. Commissioner Trupp asked the Controller’s Office to see that this was done. The communication was referred to the Board.

Communication regarding the Substance Abuse Services program was read and referred to the Board. It was suggested by Commissioner Anderson that a copy be sent to Dr. Potter, Marquette County Health Department.

A communication from the Acocik’s Medical Facility advising the Board that the five members of the Acocik’s Board are interested in serving on the new Board of County Institutions was read. This leaves two remaining openings on the seven member Board. Commissioner Trupp suggested the openings be filled by County Commissioners. Commissioner Hay mentioned Ann Richards as being interested in the post. The matter was referred to the Board.

The resignation of Dr. Henry Noon from the Alger-Marquette Community Mental Health Board was announced via letter. Commissioner Trupp feels the vacancy should be filled by someone in the medical profession and suggested Dr. Potter for the position. This matter was referred to the Board.
One opening for each the County Health Board and the Library Board, due to expired terms, was announced. Carl Corvolinon has expressed his desire to be re-appointed to the County Health Board. The Controller's Office was asked by Commissioner Trapp to find out if the member whose term is expiring on the Library Board wishes to be re-appointed. Notice will be given to the Board concerning this.

A letter from the Friend of the Court requesting the purchase of an Olympia Electric Typewriter from Allman's of Marquette was read. The typewriter would cost $300.50; a discount of $45.00 would be given by Allman's. Commissioner Goldsworthy mentioned the possibility of putting such purchases up for bids.

A discussion was held and it was moved by Commissioner Hay, supported by Commissioner Goldsworthy, and unanimously carried that the committee recommend that this purchase not be made since this type of equipment will be purchased for the new Courthouse annex.

Discussion was held regarding a communication received from the Probate Court Judge, Michael F. DeFunt, concerning liability insurance for the Juvenile Division and Detention Home staff. The Director, Gary Yoder, is looking into the types of insurance available and will give a report.

Communication from Wayne County regarding financial cuts in Medicaid services was read and placed on file.

The following communications were read and referred to the Board: Communications from the Marquette County Soil and Water Conservation District and Baraga County; petition from property owners on Crooked Lake in Forsyth Township requesting installation of a culvert to lower lake level; and a notice of a MAC meeting to be held on Mackinac Island August 12, 13 and 14.

Child Care Fund plan was discussed. Commissioner Trapp stated the budget submitted by the Juvenile Division is $340,000.00 greater than the present budget but this is simply because outside figures were used regardless of the plan. The budget presented is not a commitment but a recommendation to the Juvenile Justice Services on what is needed. Deadline for the signing of the plan by the Board Chairman and submission of the plan is June 28, 1976. The plan will be submitted when the Social Services Department enters their figures.

Engineer’s Certificate of Approval forms were submitted by J. E. Beering, Supt.-Engineer, Airport Committee, for approval and to be signed by the Chairman. These were to be returned to the Marquette County Airport Committee.

There being no further business to attend to it was moved by Commissioner Macine, supported by Commissioner Hay and unanimously carried that the meeting be adjourned.

Respectfully submitted,

[Signature]
Secretary
July 12, 1976

The Budget and Executive Committee was duly called and held on July 12, 1976 at 7:00 p.m. in the Courthouse.

Present: Commissioners Doucette, Goldsworthy, May and Trapp.

Absent: Commissioners Anderson and Racine.

In Attendance: Dennis Schnotala, Burroughs Corporation representative, Sheriff William Lasich, and Gary Yoder, County Controller.

Mr. Schnotala was present to demonstrate the Burroughs L5000 mini-computer at the Marquette City Hall and to explain the operation, maintenance and capabilities of the machine.

The piece of equipment demonstrated uses ledger cards to store information. A mass storage system enables one to do payroll, reports, tax rolls and maintains records of purchasing, expenses, etc. There is a Friend of the Court program available which handles the unique problems of that department.

The L series, put out by Burroughs, includes 200 models; the one Mr. Schnotala recommends for the County is L2500, which prints 60 characters per second.

Mr. Schnotala then demonstrated the operating procedure for the L5000. The machine is keyboard operated. Lights and legend strip on the computer, above the keyboard, provides instructions to the operator and is unique to Burroughs machines.

Running of the machine requires precise handling of information and the following of operational procedure on the part of the operator.

Commissioner Trapp asked if Burroughs representatives would aid in working out details and assist in training. Mr. Schnotala replied training and instructions are provided, programs would be written by the firm and any instructions needed in the future, not readily apparent or necessary initially, will be provided.

Commissioner Goldsworthy requested information on the maintenance set-up. Mr. Schnotala stated a maintenance contract is highly recommended. There is a maintenance person available in Marquette for immediate servicing.

An optional piece of equipment, highly recommended by Mr. Schnotala, reads ledger cards and restacks them; it allows the machine to read ledger cards without an operator being present.

The computer has an indefinite physical life-time since components that wear out will simply be replaced. Programs on present equipment can be transferred to other equipment purchased in the future.

Mr. Schnotala ended his demonstration and the committee returned to the Courthouse.

Sheriff Lasich was present at the meeting to present a plan submitted to him by Robert Russell of the Corrections Commission. Mr. Russell had informed Sheriff Lasich there is a need to relocate 1,000 felons, classified below the maximum security level and above that of trustee. The commission is interested in finding out if Marquette County would be willing to house six or eight prison inmates for at least six months and until the State builds additional facilities or suitable solutions are created to alleviate the problem.

Sheriff Lasich stated there are presently 34 prisoners housed in the County Jail; 49 was the monthly high. The jail's capacity is 60. He stated the jail can physically take care of the additional prisoners without added burden to the department.

A contract would be set up with the State, and $10.00 per day per prisoner would be paid the County for room and board. Additional expenses, such as medical costs, would be paid by the State.
The prisoners would have contact visiting privileges. Only items for the inmate would be allowed during visits. Furniture, etc., would be kept in the Control Room.

When asked his opinion on the proposal, Sheriff Lasich replied they can handle the situation although there will be some additional problems. He also stated the program is currently under study by the State and may not be implemented.

Commissioner Trapp requested information regarding the cost from Sheriff Lasich in order to assess the feasibility of the County's participation in the program. It was stated that should incurred expenses exceed funds provided by the State the program would not be acceptable.

There was a discussion concerning the Title VII meal program. The providing of one meal per week for senior citizens has been continued. It has created extra work for trustees, but the food budget has gone down since Title VII provides all the protein for the entire meal plus other foods used only by the senior citizens. More money can be spent on meals for the senior citizens since less is spent on preparation.

Sheriff Lasich then left the meeting.

Communications from the Department of Public Health regarding the coordinating agency for substance abuse services; from U.P. Power Company concerning the Energy presentation at the June Board meeting; from Philip Hart on revenue sharing; and MAC regarding their Bicentennial Awards Program were read and referred to the Board.

A communication was received from the County Clerk advising the Board on the hiring of Jackie Parrish as Departmental Clerk in his office. Mr. Parrish had previously worked half-time at the Friend of the Court's Office.

A communication from the City of Ishpeming regarding the establishment of a Prosecutor's Office in that city was read. A study will be done on the need for such an office.

An Order for Preliminary Hearing regarding Tax Allocation Appeal, Sands Township v. Marquette County Tax Allocation Board, was read. The committee felt representatives from the County should attend the August 9, 1976 hearing. It was moved by Commissioner May, and supported by Commissioner Doucette that the committee recommend to the Board that Chairman Anderson be authorized to send appropriate representatives to the hearing. The motion was unanimously carried.

A notice from the Michigan Public Service Commission was read regarding a public hearing on the application filed by Michigan Bell Telephone Company to revise rates and charges, and was referred to the Board.

Resolution from Saginaw County concerning Act 312 of Michigan Public Acts of 1969, regarding binding arbitration, was read and referred to the Board.

Resolutions from Osceola County on Joint Resolution SS, House Bill 5108, and Michigan Unemployment Compensation were read and filed, having been previously presented to the Board for action.

A resolution from Osceola County on House Bill 6061, affecting State Construction Code Act 230, was read and referred to the Board.

A communication from Michigan Air Pollution Control Commission, which provided an agenda on pollution control workshops to be held in Marquette July 19th and 20th, was read and filed.

A resolution from the Community Mental Health Board regarding Mental Health Care was read and referred to the Board.
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A letter from Art Draper, Executive Director of ANEAB, concerning establishment of an Energy Advisory Commission was read and referred to the Environmental Quality Committee.

There being no further business to come before the committee, it was moved by Commissioner Goldworthy, supported by Commissioner Doucette, and unanimously carried that the meeting be adjourned.

Respectfully submitted,

[Signature]
Secretary
The regular Budget and Executive Committee meeting was duly called and held on Monday, August 16, 1976 at the County Courthouse.

Present: Commissioners Trapp, Doucette, Racine, May, Anderson and Goldworthy.

Absent: None.

In Attendance: Commissioner Alderton.

Commissioner Trapp called the meeting to order.

Commissioner Trapp reported to the committee the results of the Tax Tribunal she, James Sodergren, and Gary Walker attended Monday, August 9, 1976 in Lansing, concerning the Sands Township v. County Tax Allocation Board. As a result of that hearing the Tax Tribunal feels the matter should be brought before the full five member Tax Tribunal on October 12-13, 1976. The schools are to disclose, at that time, their year end balances. Peter Shumak is representing Sands Township. It is the feelings of both Commissioner Trapp and James Sodergren that an outside attorney should represent the County.

Commissioner Trapp mentioned a Kalamazoo attorney, Richard Reed, who is experienced in the tax field, and Neil Green of Escanaba as possibilities. An attorney would cost approximately $50.00 per hour. Commissioner Trapp had asked the Tribunal if the County could bring their own counsel and was answered affirmatively.

Commissioner Goldworthy suggested hiring a Marquette County Attorney.

Commissioner Racine asked what the dollar figure would be if the County lost their mill, and if the hiring of an attorney was financially feasible. Loss of a mill would cost Marquette County approximately $350,000.00 according to Commissioner Anderson.

It was mentioned briefly why Sands Township filed this case. Sands Township's amended budget was submitted on the last day of the Tax Allocation Board meetings, which is illegal. The budget must be turned in at the preliminary meetings.

Commissioner May felt that should an attorney be hired it should be made clear to him/her that the County does not want to deny a township their mill, but simply does not want to lose their own mill, or any part of one. It must be made clear what procedures the attorney was to follow. She noted Gary Walker represented the Tax Allocation Board not the County, hence the County must hire their own attorney; she felt this fact must be made clear to the public.

Commissioner Trapp mentioned that Henry Bothwell and Earl Yelle were also present at the Tribunal.

Commissioner Anderson suggested an attorney be consulted initially simply for a legal opinion on the matter.

Commissioner Anderson moved the County Controller's Office be authorized to obtain information from an attorney regarding the Tax Tribunal matter, and the Controller's Office be instructed on what the Board's position is in regard to this case. Full authorization will be given to the Controller to provide information on the cost and necessary legal steps involved. During discussion of the motion, Commissioner Trapp mentioned she feels a letter or telephone call may not be sufficient in gathering information. Commissioner Racine stated a letter should be forwarded to each Commissioner outlining the Budget and Executive Committee's motion. Commissioner May wished to include in the motion that the County is not intending to deny Sands Township their rights but are seeking only to protect the County's, nor is the County declaring Sands Township does not show a need for their mill. The motion, as amended, was supported by Commissioner Doucette and carried unanimously.
A communication from Dominick Jacobetti was read informing the committee that House Bill 6077 had passed. The bill originally concerned the appointment of a member to the Tax Allocation Board by the County Commissioners. It has since been revised to read that two members will be appointed by Township Supervisors. The letter was referred to the Board.

A communication from MAC was read, and referred to the Board, on the Public Works Bill/Countercyclical Antirecession Act advising the County they are scheduled to receive $130,300.00 in revenue sharing type funds. The letter outlined the three parts to the Public Works Bill; Title I is concerned with public works construction grants; Title II deals with countercyclical-antirecession aid; and Title III provides supplemental grants for water pollution control projects.

Commissioner Trapp suggested the Courthouse renovation program be submitted. Commissioner May stated Daverman Associates had called when this bill was passed asking for authorization to submit applications for the Courthouse renovation and parking structure. The County Lounds and Buildings Committee was polled on this matter. Regulations will not be drawn up until August 23, 1976 according to Dick Wiggins via a telephone conversation between him and Sally May. Mr. Wiggins stated preliminary drawings would not exceed $2,000.00. Commissioner May suggested authorization be made to have preliminary drawings completed by Daverman Associates.

Commissioner Trapp then read a report on the Public Works Bill published in "Washington Report". The article listed, in regard to Title I, eligible jurisdictions, amount of funds available for different sections, etc. It mentioned that construction, demolition, or repair work is eligible. Emphasis is on those projects prepared to begin immediately. A factor that will be considered is the amount of unemployment in the area. Title II must be used to maintain basic services; these funds cannot be used for construction.

Commissioner May asked if it would be appropriate for the committee to authorize Daverman Associates to begin work on preliminary drawings. Commissioner Doucette moved the committee recommend to the Board that the spending of $2,000.00 be made for Daverman Associates to make preliminary drawings for a parking structure, and was supported by Commissioner May. The motion was carried and the voting was as follows: Ayes: Commissioners Anderson, Doucette, May and Raising; Nays: Commissioner Goldworthy; Abstained: Commissioner Trapp.

Commissioner Goldworthy stated he does not feel funds for both projects can be received for construction work and that the County may lose the Courthouse renovation project in favor of the parking structure.

A communication from the Marquette Astronomical Society was read expressing their intention to purchase a 16" telescope and attendant observatory. It is the goal of the society to raise $25,000.00 by 1977 for this project. The letter was referred to the Board.

A letter from Burton Bayum of Cleveland Cliffs Iron Company was read regarding the Marquette County Zoning Regulations and suggesting that an interim study committee be appointed on this subject. The letter will be presented to the Board.

Lyn Johnson, County Planner, had forwarded a letter outlining the Head Paper Company park proposal in Nega Township, which was read and discussed.

A letter from the Office of Juvenile Justice Services acknowledging receipt of the Basic Grant Proposal was read and sent to the Board.

Commissioner Anderson read a letter from Michael DeLeeu, Criminal Justice Planner for CUPPA, regarding funds for Criminal Justice Projects, which was then referred to the Board.
"Communication from Michigan" report was read on problems encountered with the new Mental Health Code and referred to the Board.

A notice of a public hearing to be held September 1, 1976 in Lansing, MI on the proposed administrative general rules of the Barrier Free Design Board was noted and referred to the Board.

A communication from Henry A. Shewan was read regarding the retirement of Judge Davidson and past practices of the County upon the retirement of a Judge. It was moved by Commissioner Encline that a recommendation be made to the Board that a commemorative gavel be presented to Judge Davidson and that his portrait be commissioned to be placed in the Circuit Courtroom, as done in the past. The motion was supported by Commissioner Goldsworthy and carried unanimously.

It was noted that there is a vacancy on the Marquette County Library Board. Letters to this effect will be sent to the Democratic and Republican party chairpersons asking that they submit recommendations of suitable people for the post to the County Clerk prior to the August 25, 1976 Board meeting.

A letter from the Friend of the Court requesting the purchase of a Check Protector for that office was read. The Controller's Office will be requested to provide additional information regarding type of equipment available and the cost.

A request by the Soldiers and Sailors Relief Commission regarding per diem was noted and discussed.

The establishment of an Animal Control Officer for Marquette County was discussed. The matter will be dealt with during the budget meetings.

Commissioner Trapp stated that the UPCA proposal involving the establishment of a Substance Abuse Coordinating Agency may not be passed. A resolution has been submitted by Dr. Richard Potter to have the Marquette County Health Department designated as the coordinating agency. Commissioner Anderson read a communication from Edward Sloan, Office of Substance Abuse Services, asking for the County's support in setting up a coordinating agency.

It was moved by Commissioner Doucette, supported by Commissioner Rucine and unanimously carried that a recommendation be made to the Board that the resolution submitted by Dr. Richard Potter be adopted.

A letter was read regarding a purchasing service to purchase equipment. Enclosed materials outlined what the service entails and provides. Its function is to provide equipment at a lower price to the buyer.

Materials received from MAC containing minutes of the July 13, 1976 meeting and the MACPO tentative agenda for the August General Meeting were noted and referred to the Board.

A communication from the Michigan Association of Counties concerning organizing Health Service Agencies without statutory authority and a resolution on same was read, and will be submitted to the Board.

It was noted that the resolution from Dickinson County concerning the antlerless deer season has been dealt with by the DNR. The resolution will be filed.

Communications from the Bay County Board of Commissioners and the Bay County Road Commission were read. These letters were accompanied by identical resolutions. A copy of the resolution will be forwarded to John Beerling of the Road Commission asking for his recommendation.
Letters were read from Michael Madden and Ben Pascoe on the establishment of
a Prosecuting Attorney in the Western portion of the County. The letters will
be forwarded to the Board for their attention.

A communication regarding H.R. 9729 Payments-in-lieu of taxes was discussed.
This resolution involves the payments to counties based on the acreage within
the County of national parks, forests, wilderness areas, etc. There are
13,012 such acres in Marquette County. The accompanying resolution was noted
and it was moved by Commissioner Anderson, supported by Commissioner May and
unanimously carried, that the Budget and Executive Committee pass the resolution
as directed by the Board.

Commissioner May spoke briefly on the verbal agreement between the County and
the Mental Health Board regarding the management and financial responsibility
of the Brookridge property. The Mental Health Board would like to pass this
responsibility to the County.

There being no further business to come before the committee, it was moved by
Commissioner Racine, supported by Commissioner Goldsworthy and unanimously
carried that the meeting be adjourned.

Respectfully submitted,

[Signature]

Secretary
August 17, 1976

A special meeting of the Budget and Executive Committee was duly called and held on Tuesday, August 17, 1976 at the County Courthouse.

Present: Commissioners Trepp, May, Goldworthy, Racing, Doucette and Anderson.

Absent: None

In Attendance: Gary Yoder and Michael Madden of the Controller's Office; Henry Schneider, Tax Equalization Department; Dave Hillier, Maintenance Supervisor; Sheriff Laskich and Undersheriff Sherbinow of the Sheriff's Department.

Commissioner Trepp called the meeting to order. The purpose of the meeting was to discuss the various departments that have gone over their 1976 budget in different areas.

Henry Schneider entered the meeting. The Tax Equalization Department is over the budget in process expenses from Hanatron, according to Mr. Schneider. The reason for this is that two years of process bills were submitted by Hanatron and only one year's expenses were budgeted. $8,300.00 was budgeted and expenditures are approximately $15,000.00. Mr. Schneider stated that $7,200.00 was taken out of the 1976 budget for bills he had thought were paid for in 1975.

$361.24 was spent for a three drawer print out file which had not been an anticipated expense. The department had planned to obtain this type of equipment when they moved into the Annex, hence one such file can be eliminated from the furnishings for the Annex.

Mr. Schneider noted vehicle operating expenditures were $436.00 at the end of July 1976 and only $500.00 had been budgeted for this item. He would like the committee to consider amending the budget to $800.00 for the year.

He informed the committee that $1,162.24 of the budgeted $1,500.00 for travel has been used by the end of July, 1976. Travel will lessen during the winter months.

The department has also experienced unexpected telephone expenses which may be a budget problem in the future. Telephone charges have been averaging $17.00 per month.

Michael Madden questioned the figures and it was realized wrong figures had been given. Figures for travel and vehicle expenditures are within the current budget, hence the above figures concerning these expenses can be disregarded. Actual figures are as follows:

**Tax Equalization Department**

**Office Supplies:**

- $450.00 Budgeted
- $531.00 Spent through the end of July, 1976.

**Creation Services-Hanatron:**

- $32,900.00 Budgeted
- $33,300.00 Spent through the end of July, 1976.

Michael Madden stated the department is $8,173.84 over their budget.

Mr. Schneider stated the Delinquent Tax Roll item in his budget is not necessary.

Mr. Schneider then left the meeting and Mr. Hillier, Maintenance Supervisor, entered.
The following areas were noted as being over the Maintenance Department's budget. Note: Amount spent will be through July, 1976 unless otherwise specified.

Maintenance Department

Service Contracts:

$800.00 Budgeted
$661.04 Spent

Much of the above expense is a result of electrical work involved in moving the Xerox 7000 from the Register of Deeds Office to another area. It was stated that Mr. Hillier had no control over this additional expense.

Snow plowing is also included in Service Contracts. Bills were received for this in the amounts of $392.00; $56.00; $180.00; $172.00. Garbage removal is $10.00 per month, which is also included in this item. Mr. Hillier mentioned that he had, in addition, rented several items from Taylor Rental and charged to this account.

Telephone and Telegraph:

$100.00 Budgeted
$172.48 Spent

A large amount of this expense is due to the installation of a telephone in Mr. Hillier's office. The amount budgeted was for payments on the pay phone installed in the Courthouse, only.

Office Supplies:

$500.00 Budgeted
$31.50 Spent

Budget amended to $35.00.

It was mentioned that the City of Marquette had billed the County $449.01 for the removal of a cement block in front of the Baraga Street entrance, and for adjusting the corners of sidewalks for use by the handicapped.

Mr. Madden mentioned a trouble area in the Maintenance Department Budget is in Machinery and Equipment. $4,350.00 is budgeted and by the end of July $4,055.00 has been spent. The budget had been amended earlier by $1,600.00 for the purchase of tools.

The total Maintenance Department Budget needs to be amended by $1,069.00.

Sheriff Lesich and Undersheriff Sherbinow were present to discuss budget problems for the Sheriff and Jail Departments.

Mike Madden provided the following information on the budget.

Sheriff's Department

Uniforms and Accessories:

$4,300.00 Budgeted
$3,169.00 Spent

This item includes cleaning uniforms, which is $180.00 per month. The union contract required a number of items be purchased for the employees which the Sheriff had not asked for. The budget must be amended by an additional $1,800.00.
Sheriff's Department cont.

Vehicle Repairs and Maintenance:

$200,00 Budgeted
$347,00 Spent

Undersheriff Sherbinow informed the committee that a bill for $780,00 will be coming in August for vehicle repairs which include transmission work, drive shafts, mufflers, brakes, etc. This item should be amended to read $1,500,00.

Office Supplies:

$200,00 Budgeted
$726.00 Spent

Bonds: This item was budgeted at $3,000.00 and will be amended to $3,200.00, an addition of $200.00.

Jail Department

Salaries: Temporary and Part-Time:

$4,500.00 Budgeted
$7,256.00 Spent

Budget amended to $8,500.00. Excess expenditures are caused by the fact that they have had female inmates on a continual basis which had not been anticipated.

Uniforms and Accessories:

$1,250.00 Budgeted
$1,452.00 Spent

Budget will be amended by $202.00 to read $1,452.00.

Health Services:

$3,200.00 Budgeted
$4,433.00 Spent

Budget amended to read $4,500.00.

Utilities:

$11,000.00 Budgeted
$18,787.00 Spent

This item will be amended to read $22,000.00, double the present figure.

Office Equipment and Furniture:

$100.00 Budgeted
$200.00 Spent

This expenditure can be line itemed.

The total budget amendment for the Sheriff and Jail Departments will be $38,702.00.
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Probate Court

Legal:

$2,500.00 Budgeted
$4,136.00 Spent

This item was amended to read $7,100.00 for 1976.

Juvenile Department.

Rent:

$000.00 Budgeted
$750.00 Spent

This can be line itemed.

Controller's Office

Office Supplies:

$550.00 Budgeted
$572.00 Spent

Amended to read $600.00 for 1976.

Tax Allocation Board; Jail and Courthouse Printing; and Postage will probably go over their allocated budgets by the end of the year, according to Mr. Madden. State Institutions and Public Charges was budgeted at $61,000.00 and will very likely reach $100,000.00 by the end of 1976.

Hospitalization Premiums

$50,000.00 Budgeted
$50,809.00 Spent

Amended to read $87,100.00.

Social Security Taxes

$60,000.00 Budgeted
$55,950.00 Spent

Amended to read $72,000.00.

Salary Contingency Fund

$43,000.00 Budgeted

$28,000.00 is needed to cover the salary increases for department heads, in addition to the union employee salary, which in itself will be above the money budgeted.

It was mentioned that the Friend of the Court may be an additional source of revenue, Building Code and Planning Departments, and interest on delinquent taxes will produce approximately $70,000.00 in additional revenue. The amount amended on the total budget is $105,157.00.
A brief discussion on Brookridge property took place regarding operations and budget. Children are referred to Brookridge from the intermediate school district, Department of Social Services, among others. Brookridge also handles children outside of Marquette County; their capacity is 12.

It was moved by Commissioner Goldsworthy, supported by Commissioner Doucette and unanimously carried that the meeting be adjourned.

Respectfully submitted,

[Signature]

Secretary
A special Budget and Executive Committee meeting was duly called and held on August 18, 1976 at the County Courthouse for the purpose of budget studies.

Present: Commissioners Trepp, Goldworthy, Doucette, Anderson and Racine.

Absent: Commissioner May.

In Attendance: Michael Madden and Gary Yoder, Controller's Office; Fred Warren, Community Mental Health Clinic.

Mr. Yoder stated a rough estimate of 1976 salary increases for union employees is $26,000.00. An additional $15,000.00 will be needed in the budget to cover both the union employees and department head increases.

Mr. Fred Warren then entered the meeting. He stated approximately $132,300.00 has been anticipated from Marquette and Alger Counties for the Community Mental Health Clinic budget for State Institutional Care. Marquette County's portion of this is $116,500.00. In addition to the State Institutional Care allocation, Marquette will provide $3 1/2% of the funds for Board Operations, which amount to $71,715.00. Part of this figure includes rent in kind for Brookridge property amounting to $42,000.00. Total revenue expected from Marquette County, in cash, thus amounts to $114,215.00.

In the past, the Mental Health Clinic has received $32,500.00 from Marquette County. Mr. Warren stated that under Act 298 the clinic could not use the $42,000.00 rent in kind toward the $71,715.00 but by arranging a lease between the Mental Health Board and the County this problem will be alleviated.

A discussion was held on what the lease would cover. Mr. Warren informed the committee that lights, water and fuel have been running about $4,500.00 per year.

It was noted that the SWAN budgeted figure has doubled. Mr. Warren stated the figure is based on the maximum amount which will be needed.

Mr. Warren stated there are two methods in which State Institutional Care bills can be paid. The billings will not go to the County Treasurer, but will be sent directly to the Mental Health Clinic and either 1) the bills are approved by then and paid by the Treasurer, or 2) money can be transferred to the Clinic and bills will be paid directly by them.

There are approximately 13 children per month at Brookridge according to Mr. Warren, at a cost of $52.00 per day per child, which equals $23,000.00 per year for each child. He also stated about fifty Marquette County residents are institutionalized in other parts of the State.

Mr. Warren stated he will have figures on Brookridge property regarding maintenance and management for the September 8, 1976 County Lands and Buildings meeting. He stated fire insurance has been costing $4,000.00 per year and boiler insurance, $800.00.

Donations received by Brookridge are considered restricted funds.

Mr. Warren then left the meeting.

Discussion turned to possible revenues for 1977. General Fund revenues are estimated at $1,112,870.00; Low Grade Iron Ore Specific Tax is estimated at $568,735.56, and millage based on a tax valuation of $295,946,208.00 will bring an additional $2,012,441.01. The estimated total revenue for 1977 is then $3,694,046.57. Total budget requests for 1977 are $4,219,822.74, leaving a deficit of $525,775.17.

It was not certain whether or not CETA funds will be available for 1977.
Various departments were studied for possible budget cuts.

The possibility of cutting Commission on Aging funds was brought up. It was noted that funds can be taken advantage of without an administrative body. The committee felt this area should be studied.

The committee questioned the amount of money used to maintain Perkins Park. It was noted that money cannot be taken from the County Road Commission budget once they have received it. Matching funds are used from townships for local roads, and for secondary highways in the County.

Misdemeanant Probation is budgeted for $44,000.00. Four people are currently employed in that department. It was questioned whether this amount was necessary. The budget was lowered to $15,000.00 for 1977. Income from overnight fees will be obtained for the committee's study.

Amendments for the Board of Commissioner's budget were made in the area of travel ($6,500.00 to $7,500.00); memberships ($4,000.00 to $4,400.00); and office supplies ($150.00 to $250.00) for 1977.

It was noted that the Circuit Court budget shows a request for $2,500.00 for equipment. This will be used when the Court now in the Federal building is moved to the Courthouse.

Juvenile Division employs seven personnel, which includes two secretaries. It may be possible to make some cutbacks in this department; may cut $13,000.00 from the budget.

The position of Assistant Controller will be budgeted back into the Controller's budget and the position of Personnel Director will be eliminated. The Board's secretary will be transferred from this department to the Board of Commissioner's Department.

The Prosecuting Attorney's Department was then discussed. $148,121.00 is tentatively budgeted for that department.

The Register of Deed's Telephone and Telegraph account was increased by $100.00. A full-time position was budgeted for 1976 but as of July 1, 1976 a full-time person was hired. This full-time position was only tentatively included in the budget.

It was noted that the Tax Allocation Board will not have to meet if the millage passes, thus alleviating expenses. The committee was also informed that the County Treasurer's Department may request an additional employee.

The committee then turned to the Courthouse budget, which is set at $131,839.00 for 1977. Gary stated $45,000.00 will be needed for Annex and Courthouse utilities, and that seven custodians will be needed to care for the entire Courthouse area. It is possible a portion of the equipment budget can be eliminated as items may already be included in the Annex Furnishings budget.

The Sheriff's Department was then discussed. Gary informed the committee an Animal Control Officer is budgeted in the 1977 budget for $12,500.00, as is a vehicle for the officer. Five of the ten road patrol officers will be deleted from the budget, and one car.

It may be possible to delete matron positions and hire part-time help when a matron is necessary. Uniforms will be lessened to correspond with the personnel cuts. Personnel cuts total $68,000.00, however the added part-time personnel
will be approximately $17,000.00. $2,000.00 can be cut from Uniforms and Accessories. Total budget cuts at this time, for the Sheriff's Department, amount to $77,160.00.

It was then moved by Commissioner Racine, supported by Commissioner Goldsworthy and carried that the meeting be adjourned.

Respectfully submitted,

[Signature]
Secretary