March 7, 1988

The Marquette County Board of Commissioners Finance/Personnel Committee met on Monday, March 7, 1988 at the Courthouse Conference Room, Marquette, Michigan.

Chairperson DeFant called the meeting to order, roll call was taken and the following roll recorded: Present: Comm. Arsenault, Comm. Lowe and Comm. DeFant. Absent: None.

It was moved by Comm. Lowe, supported by Comm. Arsenault and unanimously carried that the minutes of the February 22, 1988 meeting be approved.

Chairperson DeFant opened the meeting for public comment, none was forthcoming.

It was moved by Comm. Lowe, supported by Comm. DeFant and unanimously carried that Comm. Paul Arsenault be elected Vice-Chair of the Finance/Personnel Committee.

It was moved by Comm. Arsenault, supported by Comm. Lowe and unanimously carried the agenda be approved as presented.

The Committee took under consideration claims and accounts. It was moved by Comm. Arsenault, supported by Comm. Lowe and unanimously carried that claims and accounts for the period February 23, 1988 thru March 7, 1988 in the amount of $2,057,746.34 be approved and ordered paid.

The Committee took under consideration the year-end turn around budget amendments prepared by Gary R. Yoder, Finance Manager, as follows:

- Amendment #3 - ($ 24,607.52) for Employment Programs Fund.
- Amendment #4 - ($ 5,300.48) for General Fund as a reserve for encumbrances.
- Amendment #5 - ($ 31,455.21) for General Fund to carry forward balances in Sheriff’s Seat Belt and G.E.D. Grant.
- Amendment #6 - ($543,751.51) for Public Improvement Fund for unexpended capital project line items.
- Amendment #7 - (-$ 33,820.44) & Amendment #8 - ($770,424.00) for transfer of any Michigan Small Cities Grant activities from the Community Development Fund to the County Economic Development Fund.

It was moved by Comm. Lowe, supported by Comm. Arsenault and unanimously carried that the Finance/Personnel Committee recommend the County Board adopt the above budget amendment resolution No.'s 3 thru 8 for FY 1988.

The Committee took under consideration FY 1988 budget amendment #9 for the Marquette County U.P.S.E.T. (Upper Peninsula Substance Enforcement Team) Program. The position budgeted for the U.P.S.E.T. Program is a Deputy, however the Wage Class/Compensation Study adopted by the Marquette County Board, and the union contract with Local #2756 calls for individuals in the Narcotics Division to be paid at Corporal wages. Also, the State U.P.S.E.T. Officials desire local departments to budget for travel which will be reimbursed through the grant procedure. Enough funds were budgeted for 1988.
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To cover the County portion of the grant. It was moved by Comm. Arsenault, supported by Comm. Lowe and unanimously carried that the Finance/Personnel Committee recommend the County Board adopt budget amendment #9 for the U.P.S.E.T. Program in the amount of $6,273.00.

The Committee took under consideration the proposed State of Michigan Executive Budget for FY 1989 which calls for reductions in the Dept. of Social Services budget which would cut $43 million dollars in funding for public medical care facilities. This would create an annual increase in costs to Marquette County of approximately $530,000.00. Harry Scott, Administrator of Acock Medical Facility, was present to discuss the proposed budget reductions and urge the County Board to contact our Legislators and Members of the House and Senate Social Services Appropriation Sub Committee immediately. Legislative hearings are to begin on March 16, 1988. It was moved by Comm. Arsenault, supported by Comm. Lowe and unanimously carried that the Finance/Personnel Committee recommend the County Board adopt a resolution opposing the Dept. of Social Services budget reduction for Public Medical Care Facilities.

The Committee took under consideration a Dept. of Commerce Community Development Block Grant for the design Phase II of the Airport Terminal Expansion. Charles Hohman, Airport Manager, and James Alderton, Chairperson of the Airport Committee, were present to discuss the grant and answer questions. The grant totals $77,500.00 of which $15,000.00 is the County portion. It was moved by Comm. Lowe, supported by Comm. Arsenault and unanimously carried that the Finance/Personnel Committee recommend the County Board authorize the Board Chair to sign the grant agreement.

The Committee took under consideration the 1988 Food Service License Fees as recommended by the Board of Health. Randall M. Johnson, M.D., Director, Marquette County Health Dept., was present to review the 1987 Food Service Program data with the Committee and answer questions. The Committee discussed several options for implementing Food Service License Fees and decided to proceed with Option II, which provides for a fee structure based upon a continuous time study, with the fee for next years license based on the number of regulatory hours required. Option II was recommended by the Board of Health. It was moved by Comm. Lowe, supported by Comm. Arsenault and unanimously carried that the Finance/Personnel Committee recommend the County Board adopt the following:

1. Beginning in 1988, food service license fees should be charged to all facilities other than educational institutions and the fee should be directly proportionate to the amount of time required to regulate a particular facility in the previous calendar year (i.e., adopt Fee Option #2). This would also remove the need for any categorization of facilities (which by nature is always somewhat arbitrary).
2. For new facilities without one full calendar year (January through December) of regulatory history, this license fee should be based on the previous year’s average cost for all food service facilities times 50% multiplier and pro-rated for the number of months of facility operation.

3. Regular food service license fees should be a minimum of $50 per year and a maximum of $2,000 per year with a one-time maximum of $400 per year in 1988 give the industry adequate notice of the new fee system.

4. The following additional miscellaneous license fees are recommended:

<table>
<thead>
<tr>
<th></th>
<th>Present</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Temporary License</td>
<td>$ 40.00</td>
<td>$ 20.00</td>
</tr>
<tr>
<td>Vending Machine License</td>
<td>40.00</td>
<td>20.00</td>
</tr>
<tr>
<td>Plan Review</td>
<td></td>
<td></td>
</tr>
<tr>
<td>With Ventilation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0-15 Seats</td>
<td>150.00</td>
<td>150.00</td>
</tr>
<tr>
<td>16-50 Seats</td>
<td>200.00</td>
<td>200.00</td>
</tr>
<tr>
<td>51-75 Seats</td>
<td>250.00</td>
<td>250.00</td>
</tr>
<tr>
<td>76+ Seats</td>
<td>375.00</td>
<td>375.00</td>
</tr>
<tr>
<td>Without Ventilation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>55-15 Seats</td>
<td>100.00</td>
<td>100.00</td>
</tr>
<tr>
<td>16-50 Seats</td>
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</tr>
<tr>
<td>51-75 Seats</td>
<td>200.00</td>
<td>200.00</td>
</tr>
<tr>
<td>76+ Seats</td>
<td>250.00</td>
<td>250.00</td>
</tr>
</tbody>
</table>

5. Per hour cost (and therefore food service license fees) should be recalculated annually based on previous year actual data. In addition, consideration should be given annually to adjusting the cost multiplier (50%) as needed.

The Committee took under consideration proposed fee adjustments for Home Health Fees. Because of an adjustment in the Medicare Reimbursement Limits for 1988, three of the Home Health Fees should be adjusted upwards (that is Speech Pathology, Occupational Therapy and Medical Social Services) to maximize reimbursement for these high cost services. It was moved by Comm. Lowe, supported by Comm. Arsenault and unanimously carried that the Finance/Personnel Committee recommend that the County Board adopt the following Home Health Fee Schedule:

<table>
<thead>
<tr>
<th>Service</th>
<th>1988 Limits</th>
<th>Proposed Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Skilled Nursing</td>
<td>$ 63.41</td>
<td>$ 65.00</td>
</tr>
<tr>
<td>Physical Therapy</td>
<td>63.94</td>
<td>65.00</td>
</tr>
<tr>
<td>Speech Pathology</td>
<td>73.11</td>
<td>75.00</td>
</tr>
<tr>
<td>Occupational Therapy</td>
<td>70.20</td>
<td>75.00</td>
</tr>
<tr>
<td>Medical Social Services</td>
<td>111.68</td>
<td>120.00</td>
</tr>
<tr>
<td>Home Health Aide</td>
<td>33.87</td>
<td>35.00</td>
</tr>
</tbody>
</table>
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The Committee took under consideration the establishment of a Foot Care Clinic Fee. The Health Department’s Field Services Division is planning Foot Care Clinics at various County locations, mainly to serve Senior Citizens. The proposed fee for this service is $8.00. The Clinic will be staffed by R.N.’s who will trim and file toenails, instruct individuals regarding foot care, and refer problems to their family doctor. It was moved by Comm. Arsenault, supported by Comm. Lowe and unanimously carried that the Finance/Personnel Committee recommend the County Board approve the Foot Care Clinic Fee of $8.00.

The Committee took under consideration change order #17 ($6,448.60) in the construction of the new Medical Facility to allow the needed piping, wiring, etc., for the emergency generator to operate by propane. Without this change order the emergency generator will only be able to operate by natural gas. Gordon Uren, Building Official, recommends the change order be approved because it is necessary for the safety of the occupants and the price is in line. It was moved by Comm. Lowe, supported by Comm. Arsenault and unanimously carried that the Finance/Personnel Committee recommend the County Board approve change order #17 for $6,448.60.

The Committee reviewed an informational memo from Dennis Aloia, County Administrator, regarding personnel costs in utilizing our Building Official/Inspector to act as a County representative in issuing proper construction of the new Medical Care Facility. The County agreed to provide this employee by using construction permit fees paid for the development of this facility to offset the cost which totaled $10,535.00, however that amount of money has already been exceeded by overseeing the construction of the project. The use of Mr. Gordon Uren, a County Employee, has not only saved the additional $30,000.00 to $40,000.00 in salary that would have been required to hire a Clerk of the Works, but Mr. Uren’s presence has also resulted in the savings of tens of thousands of dollars by suggestions he as made in the project. Mr. Uren’s salary will be reimbursed on a per hour basis from funds remaining in the owner expense section of the Acoks Medical Care Facility budget. There is between $40,000.00 and $50,000.00 in this line item and the reimbursements to Mr. Uren’s salary are expected to amount to approximately $11,000.00 before the project is completed. The Committee accepted the communication for file.

The Committee considered a letter from James A. McConnell, Executive Director of the Michigan Commission on the Bicentennial United States Constitution, inviting Marquette County to nominate a delegate to attend the Jefferson Meeting on March 17-18, 1988 in Lansing. The communication was accepted for file.

Chairperson DeFant opened the meeting for public comment, none was forthcoming.

There being no further business to come before the Finance/Personnel Committee the meeting was adjourned.

Respectfully submitted,

David J. Roberts
Marquette County Clerk
1. ROLL CALL.
2. APPROVAL OF THE MINUTES OF THE FINANCE/PERSOONEL COMMITTEE
3. PUBLIC COMMENT.
4. APPROVAL OF THE AGENDA.
5. Review of Claims and Accounts.
6. Year-end budget adjustments recommended by Gary R. Yoder,
   Finance Manager.
7. Budget amendment recommendation from Dennis Aloia, County
   Administrator, for Upper Peninsula Substance Enforcement
   Team (U.P.S.E.T.) Program.
8. 1988 Food Service License Fees.
9. Proposed Home Health Fee Adjustments.
10. Proposed Foot Care Clinic Fee.
11. Discussion on State's budgetary cuts for County-owned
    Medical Care Facilities with Harry Scott, Administrator,
    Acrocks Medical Facility, with a memo from Dennis Aloia,
    County Administrator.
    Also a communication from the Michigan Association of
    Counties and a resolution from Hillsdale County regarding
    budget cuts for Medical Care Facilities.
12. Community Development Block Grant/Phase II Terminal
    Expansion Design.
13. Change Order #17 ($6,448.60) for new Medical Facility to
    allow emergency generator to operate by propane.
14. Personnel Costs - Medical Care Facility for County Building
    Official/Inspector.
15. Invitation to nominate delegate to attend a Jefferson
16.
17.
18. PUBLIC COMMENT.
19. ANNOUNCEMENTS.
20. ADJOURNMENT.