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**PERSONNEL / WAYS & MEANS COMMITTEE**

*Ralph Tillotson, Chair - Terry Collins, Vice Chair  
Committee of the Whole*

**MEETING LOCATION**

*Chamber Room, 2<sup>nd</sup> Floor  
Old Courthouse, 301 N. Main Street, Adrian, MI*

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**MINUTES:** Tuesday, January 9, 2018 – 10:02 a.m.

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**PRESENT:** Commissioners Tillotson, Collins, Bolton, Driskill, Knoblauch, Lapham, and Stimpson

**ABSENT:** Commissioners Wittenbach and Bales

**ALSO PRESENT:** Burke Castleberry, Jennifer Ambrose, Carolyn Bater, Kim Murphy, Marilyn Woods, Roxann Holloway, Jenny Escott, Kevin Pickford, Leo Oswald, JoLinda Cutler, David Panian (The Daily Telegram), Martin Marshall, and Rebecca Borton

**I. APPROVAL OF THE MINUTES**

*Motion by Collins, seconded by Knoblauch, to approve the minutes of December 12, 2017.  
Motion carried.*

**II. PERSONNEL BUSINESS**

- A. Employment Changes:** The monthly employment changes were presented.
- B. Other Personnel Business:** There was no other personnel business at this time.

**III. WAYS AND MEANS BUSINESS**

- A. Finance Report:** The finance reports were reviewed.

Marty reviewed the year end financials. These are effective December 31, 2017 including budget adjustments by the Accounts Payable Committee. The financials do not include any adjustments for 2017 revenue and expenditures that are still occurring and will be included in the 2017 audit adjustments.

- B. PEER Group Agreement:** This group reviews survey corners that are to be remonumented.

*Motion Knoblauch, seconded by Driskill, to recommend approval of resolution #2018-002 appointing M. Bartolo, D. Erickson, J. Fenicle, G. Richard, and S. Warnke to the 2018 PEER Group and approve the 2018 PEER Group contracts. Motion carried.*

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**C. Monumentation and Research Agreements:**

*Motion by Bolton, supported by Knoblauch, to recommend approving the Remonumentation/ Monumentation and the Research Contracts with Bartolo Surveying and Associated Engineers. Motion carried.*

**D. Committee Recommendations/Referrals** – No committee recommendations or referrals have been submitted for consideration.

**E. Consent Agenda:** Actions taken today will be on the consent agenda unless a commissioner requests otherwise.

*Motion by Collins, seconded by Bolton, to place all actions taken today on the consent agenda. Motion carried.*

**F. Other Business:** There was no other business

**IV. ADJOURNMENT**

*Motion by Lapham, seconded by Driskill, to adjourn at 10:15a.m. Motion carried.*