

PERSONNEL / WAYS & MEANS COMMITTEE

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MEMBERS

Ralph Tillotson, Terry Collins
Committee of the Whole

MEETING LOCATION

Chamber Room, 2nd Floor
Old Courthouse, 301 N. Main Street, Adrian, MI

Minutes: Tuesday, July 9, 2019 – 10:04 a.m.

Present: Commissioners Bolton, Collins, Jenkins-Arno, Knoblauch, Lapham, Tillotson, Wittenbach, and Stimpson

Absent: Commissioner Bales

Also Present: Burke Castleberry, Scot Holtz, Marilyn Woods, Jenny Escott, Kim Murphy, and Martin Marshall.

Approval of Minutes

Motion by Commissioner Bolton, seconded by Commissioner Wittenbach, to approve the minutes of the June 11, 2019, meeting. Motion carried.

I. Personnel Business

A. Employment Changes: Personnel changes were available for review.

B. Other Personnel: There was no other personnel business.

II. Ways and Means Business

A. Finance Reports: Marty Marshall reviewed the finance reports. Revenues are at 19% while expenses are at 46%; the benchmark is 50%.

B. Deficit Elimination Plan: The Lenawee County Drug Treatment Court had a \$4,544 deficit fund balance on December 31, 2018. The deficit elimination plan was reviewed.

Motion by Commissioner Wittenbach, seconded by Commissioner Knoblauch, to recommend approval of the Drug Court deficit elimination plan by way of resolution #2019-017. Motion carried.

Budget Adjustment: The deficit elimination plan requires a budget adjustment to the Drug Treatment Court budget.

Motion by Commissioner Wittenbach, seconded by Commissioner Knoblauch, to recommend approval of the \$4,600 budget adjustment to the Drug Treatment Court budget from Contingency. Motion carried.

- C. Physical Resources Committee:** The Physical Resources Committee has recommended approval of the Department on Aging's request to purchase a vehicle to use for conducting client home assessments.

Motion by Commissioner Bolton, seconded by Commissioner Lapham, to recommend approval purchase of a Chevrolet Trax from Bell Chevrolet in an amount not to exceed \$20,000 out of the Department on Aging Admin Vehicle fund [296.673.601-981]. Motion carried.

- D. Complex Projects:** Marty provided highlights of the sheriff's office rebuild project, as well as, the status of phase II.

E. BOC Consent Agenda:

Motion by Commissioner Collins, seconded by Commissioner Knoblauch, to place the items acted on today on the Board of Commissioner Consent Agenda. Motion carried.

- F. Other Business:** There was no other business brought before the committee.

G. Adjournment

Motion by Commissioner Knoblauch, seconded by Commissioner Wittenbach, to adjourn the meeting at 10:35 a.m. Motion carried.