

PERSONNEL / WAYS & MEANS COMMITTEE

MARTIN D. MARSHALL
County Administrator

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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, January 8, 2019 – 10:05 a.m.

PRESENT: Commissioners Tillotson, Collins, Bales, Bolton, Jenkins-Arno, Knoblauch, Lapham, Wittenbach, and Stimpson (arrived at 10:23 a.m.)

ALSO PRESENT: Burke Castleberry, Kim Murphy, Roxann Holloway, Marilyn Woods, Carolyn Bater, Jenny Escott, Rebecca Borton, and Martin Marshall

I. Approval of Minutes

Motion by Wittenbach, seconded by Knoblauch, to approve the minutes of the December, 2018, meeting. Motion carried.

II. Personnel Business

A. Employment Changes: There was no personnel changes report.

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

III. Ways and Means Business

A. Finance Reports: Marty Marshall reviewed the finance reports and highlighted line items. Since the County finances operation on an accrual basis, any outstanding 2018 revenues or expenses will be adjusted to reflect the appropriate year through the auditing process.

Marty reviewed the District Court revenue, the DHS Childcare fund, and the Delinquent Tax Revolving fund.

B. 2018 Budget Adjustments: Marty reviewed the year-end budget adjustments approved by the Accounts Payable Committee.

Specifically highlighted were:

Childcare DHS expenses required an additional appropriation of \$450,000; for a total of \$775,000.

Indigent Defense Fund: This is a new fund now that grant revenues have been received and a separate fund established. This change in the 2019 budget benefited the general fund.

C. Depository and Investment: Under Michigan, Act No. 20 of 1943, as amended by PA 196 OF 1997, this Board is required to provide, by resolution (#2019-001), an

investment policy governing the prudent management of all public monies, including general fund, tax monies, special revenue funds, debt service funds, capital project funds, enterprise funds, internal service funds, trust & agency and any new funds established by and belonging to, or held for, the State, county or other political units coming into the hands of the County Treasurer. There have been no changes to either the Depository & Investment Resolution or the Investment Policy.

Motion by Wittenbach, seconded by Lapham, to recommend adoption of the Depository and Investment Resolution #2019-001 and the Investment Policy #2019-001. Motion carried.

- D. PEER Group Agreement:** The County has need for professional surveyors to serve on the Peer Group under its grant agreement with the Michigan Land Survey & Remonumentation to review corners that are to be remonumented under the provisions of the Monumentation & Remonumentation Plan for Lenawee County.

The County of Lenawee has entered into a Grant Agreement with the Michigan Department of Licensing and Regulatory Affairs - Office of Land Survey and Remonumentation for the conduction of surveying, monumentation, and remonumentaion in Lenawee County.

The PEER Group meets at various times during the year to review corners that are to be remonumented.

Motion by Wittenbach, seconded by Knoblauch, to recommend approval of resolution #2019-002 appointing Michael Bartolo, David Erickson, Joseph Fenicle, Glenn Richard, and Scott Warnke to the 2019 Peer Group and approving the 2019 Peer Group agreements.. Motion carried.

E. Remonumentation Research:

Motion by Bolton, seconded by Wittenbach, to recommend approval of the Remonumentation research contracts with Bartolo Surveying, LLC and Associated Engineers, Inc. Motion carried.

F. Monumentation / Remonumentation

Motion by Collins, seconded by Wittenbach, to recommend approval of the Remonumentation contracts with Bartolo Surveying, LLC and Associated Engineers, Inc. Motion carried.

- G. IT/Equalization Committee Recommendation:** Lowe's has filed an appeal with the Michigan Tax Tribunal challenging the 2017 and 2018 assessments levied. The City of Adrian has requested assistance from the County and the IT/Equalization Committee has recommended supporting the City of Adrian in the Lowe's appeal in an amount not to exceed \$20,000 without subsequent authorization with the County covering 1/3 of attorney and appraisal fees and 100% of review appraisal fees.

Marty reviewed the Big Box tax issue and the importance of the County's support and the benefits of having a third party appraisal conducted.

Motion by Bolton, seconded by Wittenbach, to recommended supporting the City of Adrian in the Lowe's appeal in an amount not to exceed \$20,000 without subsequent authorization with the County covering 1/3 of attorney and appraisal fees and 100% of review appraisal fees. Motion carried.

H. Complex Projects – Phase I: Marty provided a few highlights of the Complex building projects including updated photos.

I. BOC Consent Agenda: Today's actions will be placed on the consent agenda.

J. Other Business

There was no other Personnel Business

IV. Adjournment

Motion by Stimpson, seconded by Wittenbach, to adjourn the meeting at 10:36 a.m. Motion carried.