

Finance Committee Minutes

5/5/20

1:30 PM

Electronic Meeting Room Zoom ID 608 471 9153

Meeting called by: Bill Routley **Note taker:** Paul Bullock

Attendees: Marilyn Bradstrom, Ray Steinke, Jerrilynn Strong, Mindy Taylor

----- Agenda Topics -----

Call to Order	Chairperson	1:30 PM
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Public Comment		NONE
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Michigan Municipal Risk Management Authority Renewal	Administrator
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Discussion: The Committee reviewed the MMRMA Annual Renewal. A total increase of \$9,436 is primarily due to vehicle insurance costs and Public Officials Liability. MMRMA covers the Michigan Catastrophic Claims fee of \$13,420 without charge to Mecosta County, and a Net Asset Distribution of \$43,063 will be made to Mecosta County, upon renewal.

Conclusions: The Committee will recommend to the Board that the Administrator be authorized to complete the July 20-June 21 MMRMA Renewal.

MMRMA Net Asset Distribution	Administrator
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Discussion: The Committee reviewed the notice of an MMRMA Net Asset Distribution in the amount of \$43,063.

Conclusions: The Committee will recommend to the Board that a pro rated share of the refund go to the two Departments paying full cost allocation expenses with \$797 going to the Building Dept. and \$6,031 to EMS with the remaining being left on account in the MMRMA Member Self Insured Retention Fund.

MIDC Grant Application	Administrator
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Discussion: The Committee reviewed the draft FY 2021 MIDC Grant Application.

Conclusions: The Committee will recommend to the Board that the Administrator be authorized to sign the Grant Application for submission to the MIDC.

Letter to State re 911 levy July 2020- June 2021

Discussion: The Committee reviewed a proposed letter to the State re collection of the 911 surcharge in July 2020 thru June 2021 remaining the same at \$2.25/line/month.

Conclusions: The Committee will recommend to the Board that the County Clerk be authorized to submit the letter to the State 911 Board advising collection will remain at \$2.25/line/month July 20 thru June 21..

Broomfield Trust Application/WISE	Administrator
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Discussion: The Committee reviewed a request from WISE of Big Rapids for \$5,000 in emergency funding to help them keep operating thru the current year.

Conclusions: The Committee will recommend to the Board that the Treasurer be instructed to transfer \$5,000 from the investment account to the expenditure account and the grant request be approved in that amount.

Pay and Benefits Review

Administrator

Discussion: The Committee reviewed the current state of pay and benefits. The Committee made no recommendation to change at this time. This will be subject to review in the event the Governor extends the current restrictions on travel.

Other Business

Discussion: Parks Superintendent Jeff Abel took questions from the Committee regarding the Park's request to withdraw the millage request previously approved for placement on the August Primary Ballot.

DOJ Grant: Paul Bullock advised the Committee that a Department of Justice Grant is available in the amount of \$53,285 for Covid 19 response. Capt. Wood is working on an application to utilize the funds for response supplies in the jail and Sheriff's Office. **The Committee will recommend to the Board that the Administrator be authorized to sign the grant application upon completion.**

FEMA Reimbursement: Paul Bullock advised the Committee that in anticipation of the eventual need to apply for FEMA funds for unforeseen Covid 19 costs a portal on the FEMA website has been established by the Finance Officer to handle any future requests.

Audit: The Finance Officer advised that the onsite (virtual) portion of the audit will be completed by the end of the week. A draft will be generated next week that will be finalized once the Road Commission audit is completed.

Request for Information: The Committee discussed and then instructed the Administrator to request a breakdown on how all department staffing has been run since the shutdown, were people working remotely, on mandatory on call, etc.. Also, how did this work for the offices and how department heads anticipate "ramping up," once the stay at home order is lifted.

Commissioner Per Diem and Travel

Discussion: **The Committee reviewed and approved all Commissioner per diem and travel, with one exception.**

Listed Bills

Discussion: The Committee reviewed all bills

Conclusions: The Committee will recommend that all bills be paid.

Adjournment

2:27 PM