

Finance Committee Minutes

5/19/20

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
Public Comment	NONE	
MIDC Grant Application	Administrator	
<p>Discussion: The Administrator advised the Committee that the MIDC Administrator has recommended reducing the 2021 grant application by \$2,500 in the transcripts line. The reduced number of cases should result in funds being available for a transfer later in the year if one is needed.</p>		
<p>Conclusions: The Committee concurred with the change.</p>		
Budget Amendment to Audited Fund Balance	Finance Officer	
<p>Discussion: The Committee reviewed the audited list of Special Revenue beginning Fund Balances in relation to the estimated Balances adopted in the 2020 Budget.</p>		
<p>Conclusions: The Committee will recommend to the Board that the Special Revenue funds be amended to reflect the actual balances for the beginning of 2020.</p>		
Action items:	Person responsible:	Deadline:
Amend the Budget	Finance Officer	
Budget Alteration Request/Drains GF 101-275	Finance Officer	
<p>Discussion: The Committee reviewed a Budget Alteration Request from the Drain Commission.</p>		
<p>Conclusions: The Committee will recommend to the Board that the request be approved as presented.</p>		
Action items:	Person responsible:	Deadline:
Amend the Budget	Finance Officer	

Budget Timeline	Finance Officer
<u>Discussion: The Committee reviewed the proposed 2021 Budget Timeline.</u>	
Conclusions: The Committee will recommend to the Board that the Proposed Timeline be approved.	
February 2020 Financials	Finance Officer
<u>Discussion: The Committee reviewed the February 2020 Financial Report.</u>	
Conclusions: The Committee will recommend to the Board that the report be accepted and placed on file.	
Michigan Work Share Program	Administrator
<u>Discussion: The Committee reviewed the Michigan Work Share Program.</u>	
Conclusions: The Committee instructed the Administrator to seek proposals from the Offices, Departments, and Courts for participation in the program. Once the proposals are received the Board will review them to determine if the County will apply to the State to participate in the program.	
Other Business	
Discussion:	
Permit Refund Request: The Committee reviewed a request for an \$80 permit refund because the homeowner had cancelled the contract. The Committee will recommend to the Board denial of the request.	
Commissioner Per Diem and Travel	
Discussion: The Committee reviewed and approved all Commissioner per diem and travel.	
Listed Bills	
Discussion: Discussion: The Committee reviewed all bills	
Conclusions: The Committee will recommend that all bills be paid.	
Adjournment	2:30 PM