

# Finance Committee Minutes

10/13/2020

1:30 PM

Conf Rm F and Zoom ID#6084719153

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

**Attendees:** Ray Steinke, Jerrilynn Strong, Mindy Taylor

## ----- Agenda Topics -----

Call To Order 1:30 PM

Public Comment NONE

County Veteran Service Grant Administrator

Discussion: The Committee reviewed the Veterans Service Fund Grant award for FY 2021.

Conclusions: **The Committee will recommend to the Board that the Administrator be authorized to sign the acceptance.**

Budget Amendment Request SR210/EMS Finance Officer

Discussion: The Committee reviewed a budget amendment request from EMS that recognizes \$100,000 in new revenue and moves funds within multiple line items to balance the budget.

Conclusions: **The Committee will recommend to the Board that the request be approved as presented.**

<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>
Amend the Budget	Finance Officer	

Budget Alteration Request SR274/COA Finance Officer

Discussion: The Committee reviewed a budget alteration request from the COA moving various amounts within the line items to balance the budget.

Conclusions: **The Committee will recommend to the Board that the request be approved as presented.**

<u>Action items:</u>	<u>Person responsible:</u>	<u>Deadline:</u>
Amend the Budget	Finance Officer	

Health Insurance Renewal Administrator

Discussion: The Committee reviewed a presentation regarding the 2021 Health and Dental renewal.

Conclusions: **The Committee will recommend to the Board that the contract with Blue Care Network be renewed for 2021 and the 2 year rate proposal be accepted from Delta Dental.**

Copier Contract Extension

Administrator

Discussion: The Committee reviewed information regarding three copiers due for replacement. The Administrator advised that the bid winner from the 2019 copier purchases has agreed to extend the copier and maintenance pricing for this year. The Administrator requested permission to purchase 3 Kyocera TA3212i multifunction machines with one for the District Court, one for District Court Probation, and one for Circuit Court at a cost of \$3,632/machine from AB Dick of Grand Rapids.

Conclusions: **The Committee will recommend to the Board that the three machines be purchased using funds from SR 405 Capital Equipment.**

Other Business

Discussion:

Investments: Treasurer Sherry Earnest appeared by zoom and advised that cd rates are extremely low. \$10,000,000 is maturing and she recommended that the money be laddered at the best available rates for 9 months to 24 months. The Committee concurred with the recommendation.

Morgue Fund Closeout: The Committee reviewed a proposed morgue closeout that would return a 1 month overpayment to Clare County in the amount of \$2,633.33. **The Committee will recommend to the Board that the refund be made to Clare County in the amount of \$2,633.33.**

Commissioner Per Diem and Travel

Discussion: The Committee reviewed and approved all Commissioner per diem and travel.

Listed Bills

Discussion: The Committee reviewed all bills

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

Adjournment

2:35 PM