

Finance Committee Minutes

11/17/2020

1:30 PM

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Meeting called by:	Bill Routley	Note taker:	Paul Bullock
Attendees:	Marilynn Bradstrom, Jerrilynn Strong, Mindy Taylor		
----- Agenda Topics -----			
Call To Order	1:33 PM		
Public Comment	NONE		
MERS Defined Contribution Amendments	Administrator		
<p>Discussion: The Committee reviewed a MERS Defined Contribution Amendment/Addendum to comply with MERS requirement of updated forms by January 1, 2021. The addendum reflects the current plan provisions.</p>			
<p>Conclusions: The Committee will recommend to the Board that the Administrator be authorized to sign, complete, and submit the amending addendum for MERS Defined Contribution Division 107769.</p>			
Sobriety Court Funding	Administrator		
<p>Discussion: The Committee reviewed an email from the Sobriety Court Coordinator advising a shortfall larger than originally budgeted for in the 2021 Budget. A revised budget was presented for consideration.</p>			
<p>Conclusions: The Committee will recommend to the Board that the revised budget be placed in the Budget to be considered for adoption on December 3rd.</p>			
Action items:		Person responsible:	Deadline:
Revise the Preliminary Budget		Finance Officer	
Ice Mountain Grant for Parks Project	Administrator		
<p>Discussion: The Committee reviewed notification from the Fremont Area Community Foundation of a \$20,000 grant to Mecosta County on behalf of the Parks Commission for Professional Engineering of a Slope Stabilization and Erosion Repair plan for the Davis Bridge Day Use Park. This grant is funded by the Ice Mountain Environmental Stewardship Fund.</p>			
<p>Conclusions: The Committee will recommend to the Board that the Chair and Administrator be authorized to sign the grant acceptance for the Grant Contract #36908-IMESF.</p>			

Budget Alteration Request/Various Finance Officer

Discussion: Discussion: The Committee reviewed Budget Alteration Requests from the following:
 GF 101-268 Register of Deeds GF 101-215 County Clerk GF 101-262 Elections
 SR 259 Concealed Pistol Licensing

Conclusions: The Committee will recommend to the Board that the requests be approved as submitted.

Action items:	Person responsible:	Deadline:
Amend the Budget	Finance Officer	

Budget Amendment Request/SR 256 Register of Deeds Tech Fund Finance Officer

Discussion: The Committee reviewed a Budget Amendment Request to increase total expenditures by \$15,700 with funds from fund balance and moving money within line items. The amendment is necessary to cover a previously approved purchase of a large format printer/scanner/copier.

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

Action items:	Person responsible:	Deadline:
Amend the Budget	Finance Officer	

Financial Report/September Finance Officer

Discussion: The Committee reviewed the Financial Reports for September.

Conclusions: The Committee will recommend to the Board that the reports be accepted and placed on file.

Other Business

Discussion:

Salary Exception Request: The Committee reviewed a request from the Sheriff Elect to start the new Undersheriff at the 3-year step. **The Committee will recommend to the Board that the request be approved.**

Year end Finance Committee Meeting: The Committee reviewed the year end calendar and will hold a meeting on December 30th at 10:00 AM to approve bills for year end 2020, further the Committee discussed the first January meeting of 2021 and will recommend to the Board that it be held at the regularly scheduled time of 10:00 AM on January 7th.

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 2:32 PM