

# Finance Committee Agenda

**3/14/2023**

**1:30 PM**

**Rm 202**

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**Meeting called by:** Ray Steinke

**Note taker:** Paul Bullock

**Attendees:** Bill Routley, Jerri Strong, Tom O'Neil, Mindy Taylor

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

Call To Order

Public Comment

Investment Option

Finance Officer

Sheriff Vehicle Purchase

Administrator

Juvenile Court Basic Grant Amendment

Juvenile Officer Julie  
Wallace

Deferred Comp 457 Options

Finance Officer

Marijuana Tax

Administrator

Commissioner Per Diem and Travel

Listed Bills

Other Business

Adjournment

# Finance Committee Minutes

3/14/2023

1:30 PM

Rm 202

**Meeting called by:** Ray Steinke      **Note taker:** Paul Bullock  
**Attendees:** Jerri Strong, Tom O'Neil, Mindy Taylor

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

Call To Order 1:30 PM

Public Comment NONE

Investment Option Finance Officer

Discussion: Jeff Anderson of the Michigan Cooperative Liquid Assets Securities System (Michigan CLASS). Mr. Anderson discussed the system and how it could work with the Treasurer to achieve higher returns from cash on hand, while ensuring the safety of the investments.

Conclusions: The Committee instructed the Administrator to place a resolution requesting membership in the Michigan Cooperative Liquid Assets Securities System (Michigan CLASS) on the April 6<sup>th</sup> agenda.

Sheriff Vehicle Purchase Administrator

Discussion: The Committee reviewed bids for two Ford Interceptor or two Chevy Tahoe patrol vehicles. The Fords are \$49,949 per vehicle and the Chevys are \$39,807. Both vehicles have passed patrol vehicle specific testing by the Michigan State Police. The Sheriff is requesting purchase of two of the Tahoes from Berger Chevrolet at a cost of \$39,807/vehicle.

Conclusions: The Committee will recommend to the Board that the request be approved and two Chevy Tahoe police package vehicles be purchased from Berger Chevrolet at \$39,807/vehicle.

Juvenile Court Basic Grant Amendment Juvenile Officer Julie Wallace

Discussion: The Committee reviewed a request from the Juvenile Court Administrator for permission to accept an increase in the State Basic Grant allocation from \$15,000 to \$56,520 for FY 23.

Conclusions: The Committee will recommend to the Board that the request be approved and the Chairperson sign the amended summary.

Deferred Comp 457 Options Finance Officer

Discussion: The Committee reviewed the Deferred Compensation options offered.

Conclusions: The Committee will recommend to the Board that due to the low participation rate for Deferred Compensation Programs with Lincoln National (2) and Mass Mutual (4) the Committee will recommend to the Board that effective January 1, 2024 the County no longer offer the plans. The Committee will recommend that effective that date the MERS Deferred Compensation Plan be the sole employer offered plan.

Marijuana Tax	Administrator
Discussion: The Administrator advised that he has received two inquiries regarding possible funding from the next Marijuana Tax distribution. The Committee instructed him to place the inquiries on file until the Board determines any appropriations that will be made.	
Commissioner Per Diem and Travel	
Discussion: <b>The Committee reviewed and approved all Commissioner per diem and travel.</b>	
Listed Bills	
Discussion: The Committee reviewed all bills	
Conclusions: <b>The Committee will recommend that all bills be paid.</b>	
Other Business	
Discussion:	
Letter of intent for Veterans Grant: The Finance Officer requested that Mr. MacKersie be authorized to submit a letter of intent to apply for the FY 24 MVAA grant. <b>The Committee will recommend to the Board that the request be approved.</b>	
The Committee discussed mileage reimbursement for meetings held in County buildings by other agencies to which a Commissioner has been appointed. Specifically, the Parks Commission, Central Dispatch, Local Emergency Planning Commission, Building Board of Appeals, and the Planning Commission.	
Conclusions: <b>The Committee will recommend to the Board that mileage reimbursement be allowed for these meetings as they are additional obligations which if held in any other building would result in mileage reimbursement.</b>	
Adjournment	2:25 PM





## Michigan Cooperative Liquid Assets Securities System

### What is Michigan CLASS?

Michigan Cooperative Liquid Assets Securities System (Michigan CLASS) is a local government investment pool that emphasizes safety, liquidity, convenience, and competitive yield. Since 1991, Michigan CLASS has provided Michigan public agencies a safe and competitive investment alternative. Michigan CLASS invests only in instruments applicable to state of Michigan laws governing investment options for public agencies. Funds of the Participants are invested in prime or high-grade, short-term fixed income instruments selected to provide for program safety, liquidity, and competitive rates of return as further defined by the Board's Investment Policy. Michigan CLASS is rated 'AAAm' by S&P Global Ratings. The 'AAAm' principal stability fund rating is the highest assigned to principal stability government investment pools and is a direct reflection of the outstanding credit quality and management of Michigan CLASS.

### Who oversees and manages Michigan CLASS?

Investments made on behalf of the Participants are subject to the overall direction of the Michigan CLASS Board of Trustees, which consists of up to thirteen Trustees elected by the Participants for staggered three-year terms. The Board of Trustees approves the program's investment parameters that must also fall within the investment stipulations mandated under Michigan statute for the investment of surplus funds of the Participants. The Board of Trustees has entered into an investment advisory agreement with Public Trust Advisors, LLC which is responsible to the Board for all program investment and administrative activities and services provided on behalf of the Participants.

### How can you participate in Michigan CLASS?

Enrolling in Michigan CLASS is simple. After reading the Participation Agreement and Information Statement (available at [www.michiganclass.org](http://www.michiganclass.org)), follow these steps:

- 1 Submit your entity's investment policy to the program administrator for review.
- 2 Adopt the Participation Agreement by Board resolution.
- 3 Complete the Michigan CLASS Trust Registration.
- 4 Submit the above documents to Michigan CLASS Client Services.
- 5 After we review and approve the above documents, you will receive confirmation that you have been accepted as a Michigan CLASS Participant.

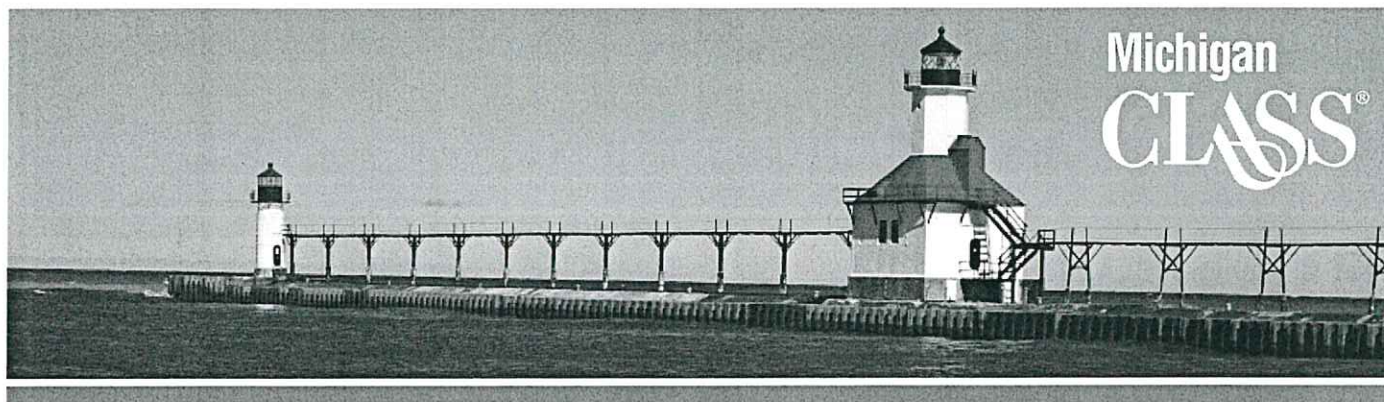
### What Features Does Michigan CLASS Offer?

As a Michigan CLASS Participant, you have access to many convenient features:

- Same-day availability of funds (3:00 p.m. ET cut-off)
- Deposits by wire or ACH
- Secure online access for transactions and account statements
- Professionally managed since 1991
- Competitive daily yields
- Unlimited subaccounts
- No minimum balance requirements
- No transaction fees\*
- Audited annually by an independent auditing firm\*\*
- Direct deposit of state and federal payments
- Dedicated client service representatives available via phone, fax, or email on any business day

\*You may incur fees associated with wires and/or ACH transactions by your bank, but there will be no transaction fees charged from Michigan CLASS for such transactions. \*\*External audits may not catch all instances of accounting errors and do not provide an absolute guarantee of accuracy. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. Ratings are subject to change and do not remove credit risk.





## What are the objectives of Michigan CLASS?

### Safety

The primary investment objective of Michigan CLASS is the safety of public funds. Our conservative investment policy and emphasis on safety have helped us earn S&P Global Ratings highest money market rating: 'AAAm.' The custodian for all Michigan CLASS investment holdings is Fifth Third Bank.

### Liquidity

When you invest with Michigan CLASS, you have access to your funds on any business day. You must notify Michigan CLASS of your funds transaction requests by 3 p.m. ET via the Internet, phone, or fax. By offering daily liquidity, we provide you with the flexibility you need to meet your daily cash needs.

### Convenience

To make cash management simple and efficient, Michigan CLASS includes many features that make it easy to access account information and simplify record keeping. Participants may make account transactions on any business day using the Michigan CLASS phone number (855) 382-0496, fax number (855) 381-0496, email ([clientservices@michiganclass.org](mailto:clientservices@michiganclass.org)), or via the Michigan CLASS Online Transaction Portal at [www.michiganclass.org](http://www.michiganclass.org).

### Flexibility

You may establish multiple Michigan CLASS accounts to track and parallel your own internal fund accounting structures. You will receive comprehensive monthly statements online or via email that show all of your transaction activity, interest postings, and rate summaries. These statements have been specifically designed to facilitate public-sector fund accounting and to establish a clear accounting and audit trail for your investment records.

### Competitive Returns

The Michigan CLASS philosophy has always been to provide competitive returns while adhering to all objectives of safety and liquidity. Our portfolio managers are professionals with solid experience in public funds management. Michigan CLASS maintains a low management fee (0.13%) structure to facilitate a competitive yield on the investment portfolio.

### Legality

Michigan CLASS invests only in investments legally permitted under Michigan state law.

### Have Questions?

Contact us or visit [www.michiganclass.org](http://www.michiganclass.org) for more information.



**Kristin Angel**  
Senior Director, Investment Services  
[kristin.angel@michiganclass.org](mailto:kristin.angel@michiganclass.org)  
(517) 861-6515



**Jeff Anderson**  
Director, Investment Services  
[jeff.anderson@michiganclass.org](mailto:jeff.anderson@michiganclass.org)  
(517) 719-4503

Any financial and/or investment decision should be made only after considerable research, consideration, and involvement with an experienced professional engaged for the specific purpose. **Past performance is not an indication of future performance. Any financial and/or investment decision may incur losses.** A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. Ratings are subject to change and do not remove credit risk. For more information on rating methodologies, visit [www.spglobal.com](http://www.spglobal.com). Please see the Information Statement for further details on the fee calculation and other key aspects about Michigan CLASS.





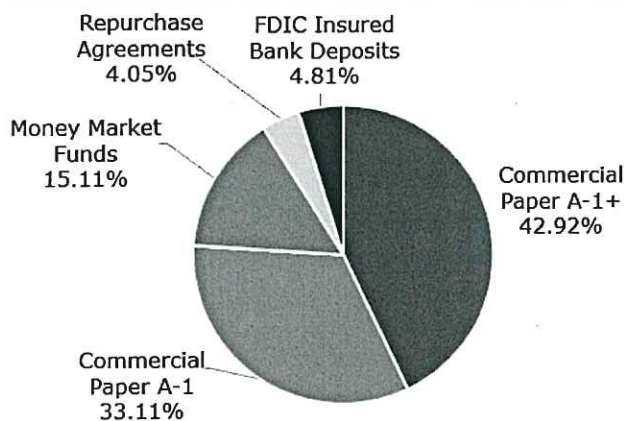
## Michigan Cooperative Liquid Assets Securities System

### Get to Know Michigan CLASS

**Serving Over 600 Participants\***

Michigan CLASS is a local government investment pool that allows public agencies, such as yourself, to pool funds together to collectively earn interest on investments. Our philosophy is, and has always been, to provide competitive returns while adhering to all objectives of safety and liquidity. Michigan CLASS carries a 'AAAm' rating from S&P Global Ratings.

#### Portfolio Allocation\*



The Michigan CLASS portfolio investment strategy focuses on minimizing market risk and enhancing safety via diversified investments. Funds of the Participants are invested in prime or high grade, short-term fixed income instruments as illustrated to the left.

#### Michigan CLASS Board of Trustees

**Edward Sell Jr., CPA**  
Chairperson, Finance Director  
City of Monroe

**Ed Bradford**  
Chief Financial Officer  
City of Manistee

**Karen Coffman**  
Treasurer  
Jackson County

**Kelly Corbett, CPA, CFO**  
Director of Business & Finance  
St. Johns Public Schools

**Susan Daugherty, CPFA, CPFIM**  
Treasurer  
Green Oak Charter Township

**Barbara Fandell, CPT, ACPFA**  
City Treasurer-Finance Director  
City of Ithaca

**Bruce Malinczak, CPFA**  
Assistant Treasurer  
Canton Charter Township

**Catherine McClary, CPFO, CPFIM**  
Treasurer  
Washtenaw County

**Julie Omer, CFO**  
Business Manager/CFO  
Owosso Public Schools

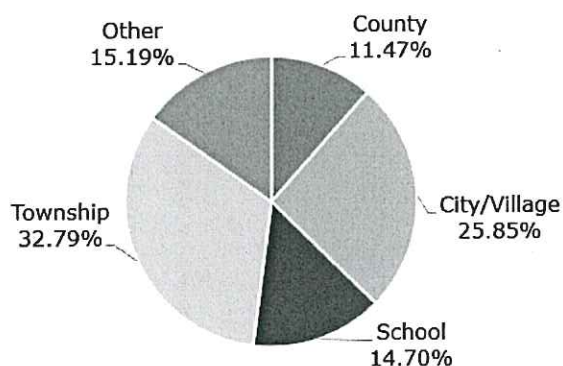
**Eric Sabree**  
Treasurer  
Wayne County

**Joseph Snyder**  
Chief Financial Officer  
City of Rochester Hills

**Scott Taylor, CPA, CTP**  
Manager, Accounting & Finance  
Lansing Board of Water & Light

**Teri Weingarden**  
Treasurer  
West Bloomfield Township

#### Participant Breakdown by Entity Type\*



Michigan CLASS welcomes all public agencies without favor to one type. The Board membership represents the diversity of such agencies and works to maintain a product that services the needs of all Michigan public agencies.

**Contact us to get started!**  
Visit us at [www.michiganclass.org](http://www.michiganclass.org)

Source: Public Trust Advisors® \*Data as of September 30, 2022. Data unaudited. Charts may not equal 100% due to rounding. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. Ratings are subject to change and do not remove credit risk. For more information on rating methodology, please visit [www.spglobal.com](http://www.spglobal.com). Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.



## BID PER ENCLOSED SPECIFICATIONS

FC - 2

Cost per vehicle \$39,807.00

Vehicle Description:

Number of units 1

Year 2023

Make Chevrolet

Total Bid Amount \$39,807.00

Model Tahoe 4wd  
police package

Vendor:

Berger Chevrolet Inc.

Bid Prepared For :

Mecosta County

Address 2525 28th Street S.E.

Grand Rapids, MI 49512

Phone (616) 949-5200

Fax (616) 988-9178

Price includes title fee and delivery. Price based on  
Municipal discount for the State of Michigan.

Signature *Robert Evans*

Printed Signature Robert M. Evans

Date 3/1/2023



DATE: 3/1/23 **(Patrol)(EcoBoost) (OSS) (Incomming)**

TO: SHERIFF BRIAN MILLER, MECOSTA COUNTY  
 231-592-0150 (DIRECT) (CELL) 231-679-1299 [bmiller@mecostasheriff.org](mailto:bmiller@mecostasheriff.org)

FROM: JIM AGNEY, GORNO FORD, GOVERNMENT & FLEET SALES  
 734-671-4033 (DIRECT) [jagney@gornoford.com](mailto:jagney@gornoford.com)

RE: **MIDEAL 071B7700181 – 3003-POL**  
 (?) 2023MY FORD INTERCEPTOR UTILITY, 4WD, BLACK/BLACK –  
 CLOTH, 3.0L V6 EcoBoost, 10spd.A/T, A/C, 3.65 REAR AXLE, H.D. ABS-DISC –  
 BRKS./ROTORS/CALIPERS, COLUMN SHIFT, 18.6gal. FUEL, REAR PRIVACY –  
 GLASS, P245/55R18 ASw/FULL SIZE SPARE, H.D. THERMOPLASTIC –  
 ELASTOMER FLOOR, PWR. ADJUSTABLE PEDALS, 6-WAY PWR. DRIVERS –  
 SEAT, SEAT INTRUSION PLATES, TILT WHEEL, TPMS, CAPLESS FUEL FILL,  
 PWR.WINDOWS/LOCKS/Htd.MIRRORS, ADVANCE TRACw/ROLL STABILITY-  
 CNTRL.w/HYDRAULIC BRAKE ASSIST,AIR BAGSw/SIDE-SEAT/CURTAINS,  
 AM/FM/MP3, 4.2" COLOR LCD MESSAGE SCREEN, DIGITAL SPEEDO,  
 5-WAY PROGRAMABLE STEERINGWHEEL SWITCHES, REAR RECOVERY –  
 HOOKS, *DUAL LED SPOTS, REAR-VIEW CAMERAw/WASHER, DARK CAR,*  
*REAR WINDOW PWR DELETE, HIDDEN RR DOOR LOCK PLUNGERSw/REAR-*  
*HANDLES IN-OP, RED/WHITE DOME LIGHT, REAR CONSOLE PLATE,*  
*TAILLAMP LIGHT SOLUTION, KEYLESSw/FOBS, KEYED ALIKE 1284x*

**F.O.B. DELIVERED TO MECOSTA COUNTY., MI ..... \$49,949.00 each**  
**(MSRP = \$52,625.00)**

Above quoted unit is currently on order for an out of stock sale and should be available for delivery  
 on a "first come first serve basis" ETA - Spring/Summer 2023.

**2023MY is Sold Out.**

Please review, sign and fax back or fax Purchase Order to Jim Agney.

Customer Signature: \_\_\_\_\_

Thank you,  
*Jim Agney*

This quotation is confidential and privileged and is intended solely for the use of Gorno Ford and Mecosta County.. This quotation is compiled in association with the State of Michigan MIDEAL Contract and intended for use by State of Michigan government agencies stated above. Information/specifications in this quotation have been established by and are intended only for use by the stated parties. This document is not to be disclosed, distributed, used/re-used as a basis for specifications subsequent bids or request(s) for quotation(s) to any other party or bidders other than the intended parties and/or their authorized personnel.

The 18<sup>th</sup> PROBATE COURT & 49<sup>th</sup> CIRCUIT COURT - FAMILY DIVISION  
10 of 19

Honorable Tyler Thompson  
Probate and Family Court Judge

FC - 3

MECOSTA COUNTY  
Mecosta County Courthouse  
400 Elm Street  
Big Rapids, MI 49307  
Phone:(231) 592-0135  
Fax:(231)-592-0191



OSCEOLA COUNTY  
Osceola County Courthouse Annex  
301 West Upton Ave.  
Reed City, MI 49677  
Phone:(231) 832-6127  
Fax:(231) 832-6181

TO: Mecosta County Board of Commissioners

FROM: Julie A. Wallace – Probate/Family Court Administrator

RE: Increase in Basic Grant allocation

DATE: March 10, 2023

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Attached please find an amended County Child Care Fund Budget Summary (DHS-2091) with requires the signature of the Board of Commissioner Chair.

The amendment was prepared due to the State increasing the Basic Grant allocation of \$15,000 to \$56,520 this fiscal year.

The Basic Grant is provided to counties with a population of less than 75,000 to provide services to youth and families involved in the juvenile justice system and our Court.

As always, please contact me with any questions or concerns.

Thank you for your approval of this matter.

RECEIVED  
MAR 10 2023  
BOARD OF  
COMMISSIONERS



## County Child Care Budget Summary (DHS-2091)

Michigan Department of Health and Human Services (MDHHS)

Children's Services Agency

Mecosta County for October 1, 2022 through September 30, 2023

Organization	Court Contact Person	Telephone Number	Email Address
Mecosta County	Julie Wallace - CCF Judges Delegate	(231) 592-0133	jwallace@mecostacounty.org
Fiscal Year	MDHHS Contact Person	Telephone Number	Email Address
October 1, 2022 through September 30, 2023	Nicole Quinn - CCF Organization Management	(231) 349-1172	quinnn2@michigan.gov

Cost Sharing Ratios	County 50% / State 50%	Anticipated Expenditures		
		MDHHS	Court	Combined
A. Out of Home Care - Court or Tribal Supervised		\$0.00	\$400,000.00	\$400,000.00
B. In-Home Care		\$0.00	\$270,984.00	\$270,984.00
C. County/Court-Operated Facilities		\$0.00	\$0.00	\$0.00
D. Subtotals (A+B+C)		\$0.00	\$670,984.00	\$670,984.00
E. Revenue		\$0.00	\$0.00	\$0.00
F. Net Expenditure		\$0.00	\$670,984.00	\$670,984.00

Cost Sharing Ratios	County 50% / State 50%	Anticipated Expenditures		
		MDHHS	Court	Combined
A. Out of Home Care - Neglect Abuse		\$0.00	\$200,000.00	\$200,000.00


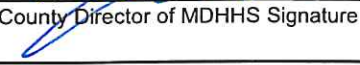
Please Note: The *Neglect/Abuse Out-of-Home Care* amount reflects ONLY the county court's share of these expenditures. Effective October 2019 the State of Michigan pays 100% of Neglect/Abuse Out-of-Home placements and the county then reimburses the state 50%.

Cost Sharing Ratios	County 0% / State 100% \$15,000.00 Maximum	MDHHS	Court	Combined
Basic Grant		\$0.00	\$56,520.00	\$56,520.00

<b>Total Expenditure</b>	\$727,504.00
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## BUDGET DEVELOPMENT CERTIFICATION

THE UNDERSIGNED HAVE PARTICIPATED IN DEVELOPING THE PROGRAM BUDGET PRESENTED ABOVE. We certify that the budget submitted above represents an anticipated gross expenditure for the fiscal year: October 1, 2022 through September 30, 2023; and any requests for reimbursement shall adhere to all state law, administrative rules and child care fund handbook authority.

Presiding Judge 	Date 03/10/2023
County Director of MDHHS Signature 	Date
Chairperson, Board of Commissioner's Signature	Date
And/or County Executive Signature	Date

Michigan Department of Health & Human Services (MDHHS) will not discriminate against any individual or group because of race, religion, age, national origin, color, height, weight, marital status, sex, sexual orientation, gender identity or expression, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to an MDHHS office in your area.

AUTHORITY: Act 87, Publication of 1978, as amended.  
COMPLETION: Required.  
PENALTY: State reimbursement will be withheld from local government.



Signed by Dept Head or Deputy if check is for Dept Head

Signed

Voucher No. \_\_\_\_\_

Date 6-Mar-23

Vendor #

<b>ITEMS</b>	<b>AMOUNT</b>
Commish	\$50.00
Bldg/Zon	\$50.00
Personnel	\$50.00
Finance	\$50.00
COA	\$50.00
City/County/FSU	\$50.00
Commish	\$50.00
County Interviews	\$50.00
AAAWM Exec Bd	\$50.00
AAAWM Board Mtng	\$50.00
TOTAL	\$500.00

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Bill Routley  
Signed

RECEIVED  
MAR 06 2011  
BOARD OF  
COMMISSIONERS





## Commissioners

Date 3-2-23

Pay to: Randy Vetter

[illegible]

TOTAL	250.00
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**Charge to:** Per Diem  
**Account #:** 101 101 705.000

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Signed

RECEIVED  
MAR 02 2010  
BOARD OF  
COMMISSIONERS



COUNTY OF MECOSTA

Date: 3-2-23

Pay to: Randy Vetter

[illegible]

WORKING EXPENSE

000

RECEIVED

MAR 02 2000

BOARD OF COMMISSIONERS

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Signed by Employee

Signed by Dept Head or Deputy if check is for Dept Head

Date: 3-2-23

[illegible]

RECEIVED  
MAR 02 1977  
BOARD OF  
COMMISSIONERS

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Sharon Bongard  
Signed by Employee

Signed by Dept Head or Deputy if check is for Dept Head



## Commissioners

Date 3-2-23

Pay to: Sharon Bongard

[illegible]

TOTAL \$50-

**Charge to:** Per Diem  
**Account #:** 101 101 705.000

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

Signed Sharon Bongard

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MAR 02 2010  
BOARD OF  
COMMISSIONERS

## Commissioners

Date 2/28/2023

Pay to: LINDA HOWARD

[illegible]

TOTAL	\$350.00
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**Charge to:** Per Diem  
**Account #:** 101 101 705.000

Finance Committee Approval

RECEIVED  
MAR 01 2011  
BOARD OF  
COMMISSIONERS

It is hereby certified that the above account is true and correct and that no part of the same has been paid.

*Linda Howard*

Signed

above account is  
part of the same