



Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CLERK

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COUNTY BOARD OF COMMISSIONERS STUDY SESSION

Monday, August 4, 2014
9:00 a.m.

Board of Commissioners Meeting Room
415 Third Street, Manistee, MI

MINUTES

Members Present: Ken Hilliard, Chairperson; Mark Bergstrom; Jim Krolczyk; Alan Marshall; Richard Schmidt; and Brook Shafer

Members Absent: Jeff Dontz

Others Present: Tom Kaminski, County Administrator/Controller; Lisa Sagala, Administrative Assistant/Personnel Officer; Dale Kowalkowski, County Sheriff; Chuck Haemker, Library Director; Jim Smogoleski, Youth Services Coordinator; Larry Thompson; Phil Vadeboncoeur; Justine McGuire, Manistee News Advocate; Jill M. Nowak, County Clerk.

The Study Session was called to Order by Chairman Hilliard at 9:00 a.m.

Pledge of Allegiance

Invocation was given by Mr. Bergstrom

Roll Call – All members present except Jeff Dontz.

Public Comment – None

Other Budget Discussion Items:

Capital Improvement Budget - Mr. Kaminski distributed a 2014/15 Capital Improvement Budget Information Sheet dated August 4, 2014. This information included fund balance, estimated

expenses and revenues, and a proposed capital improvement project list for FY 2014/15. Discussion followed.

Board discussion with Departments/Courts/Agencies who have scheduled a specific time to discuss tentative budget appropriations.

Chuck Haemker, Library Director, appeared before the Board to discuss the proposed 2% (3% to 5%) increase in administrative fees that the Library pays to the County for payroll and benefit administration. Mr. Haemker, in doing his due diligence, also presented the Board with two (2) quotes from private companies for performing payroll services only.

It was a **consensus** of the Board to increase the fee by .5% (from 3% to 3.5%) for FY 2014/15 and to have a fee study performed in the coming year.

Jill Nowak, County Clerk, appeared before the Board to update the Board on the progress of the scanning and digitizing project that is ongoing in the County Clerk's Office. Ms. Nowak also asked the Board to reconsider their decision on the tentative budget concerning no wage increases for employees and also increasing the employee's contribution for insurance. Ms. Nowak discussed numerous scenarios to the Board that would cost less than the current year's costs.

It was a **consensus** of the Board to maintain the employee contribution for insurance at 9%, Plan 5 of the 2014/15 County Budget Outline dated June 25, 2014.

Dale Kowalkowski, County Sheriff, appeared before the Board to also support maintaining the employee contribution for insurance at 9%. Sheriff Kowalkowski also discussed his recommendation to the Board to levy the maximum 1.000 mill that has been previously approved by the voters instead of the lesser amount of 0.8000 mills that has been levied in the past. The additional revenue generated will be used to update communication equipment in all police vehicles including the City of Manistee, Tribal Police and the Sheriff's Department as well as possibly contracting some 2-1-1 services.

It was a **consensus** of the Board to levy the maximum 1.000 mill that has been previously approved by the voters for the upcoming FY 2014/15 instead of the lesser amount of 0.800 mills that has been levied in the past.

Other Budget Discussion Items (continued)

Recycling Budget- An incorrect parcel count produced inaccurate figures for previous computations. After review of the correct parcel count, it was a consensus that the allocation

from the County General Fund of \$15,000, and a \$3 per parcel fee increase rather than a \$5 per parcel fee increase (as tentatively approved), would be adequate to fund the PA 69 Recycling Program for FY 2014/15. Therefore, the **consensus** is to increase the annual per parcel fee from \$13 to \$16 for 2015.

Human Services Collaborating Board (HSCB) – After review of information submitted by HSCB and review of the budget request, it was a **consensus** that the total budget request of \$3000 be allocated.

Public Access TV – After discussion and review of the Public Access TV information, and even though the Board of Commissioners believe transparency is important, it was a **consensus** of the Board that spending \$5,400 for the amount of viewers watching the recorded meetings cannot be warranted. The request can be reviewed and the budget amended if necessary in the future.

Assistant Veterans Councilor's salary – Discussion continued on information concerning the request to increase the Assistant Veteran's Councilor wages. As the office has assisted in handling over \$10 million annually in veterans claims; and Ms. Korolenko has attained National Association of County Councilors Accreditation, it was a **consensus** to include a \$2000 increase in Ms. Korolenko's salary in the FY 2014/15 budget. It was determined to inquire as to the availability of neighboring counties assistance in the program since Veterans from surrounding counties are being served through this program.

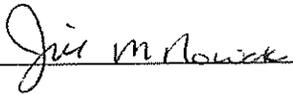
Joint Court Committee Meeting – A Joint Court Committee Meeting is scheduled for Friday, August 8, 2014 and discussions will take place concerning matters that affect the Courts.

The Library/Courthouse Union and the Sheriff's Department contracts are currently in negotiations.

Mr. Kaminski will prepare Opt-out language in regards to PA 152 for the next County Board meeting.

Mr. Kaminski will make adjustments as noted above and a new proposed budget will be presented at the August 19, 2014 County Board Meeting.

Adjourn at the Call of the Chair.


_____ Clerk