

# COUNTY BOARD OF COMMISSIONERS BUDGET STUDY SESSION

and

## GRANTING OF ARPA FUNDS

Friday, July 29, 2022  
8:30 a.m.

Manistee County Courthouse & Government Center  
Board of Commissioners Meeting Room

### MINUTES

Members Present: Margaret Batzer, Jeff Dontz, Karen Goodman, Eric Gustad, Pauline Jaquish, Nikki Koons and Richard Schmidt

Members Absent: None

The Study Session was called to Order by Chairman Dontz at 8:30 a.m.

Pledge of Allegiance

Invocation was given by Ms. Goodman

Roll Call

### PUBLIC COMMENT

#### DISCUSSION AND REVIEW OF A FY 2022/23 DRAFT BUDGET

Discussion and review of a FY 2022/23 draft budget as prepared by County Administration. The County Board had received the 2022/23 County Budget Outline dated Tuesday, July 29, 2022 which included a Property Tax Revenue Estimate (Appendix A); a report of Agency Appropriations with a detailed index and follow-up (Appendix B); requested transfers to other funds (Appendix C); Capital Improvement Requests (Appendix D); Budgeted Revenues for Budget Year 2022/2023; 2022/23 Budgeted Expenses by Department; Budgeted Expenses for Budget Year 2022/2023; Budgeted Expenses by Account for Budget Year 2022/2023; were distributed prior to the meeting.

Lisa Sagala, County Administrator/Controller, reviewed and explained each page of the 2022/23 County Budget Outline. Requested revenues and expenses resulted in a \$719,019 budget deficit. Ms. Sagala and Ms. Zielinski went in and cut some things out and has the deficit down to \$229,333.

If the General Fund Budget were adopted as is, it would be \$484,682 higher than the current FY 2022/23 budget and would require a budgeted use of fund balance totaling \$229,333, as compared to \$193,675 budgeted use of fund balance in FY 2021/22.

It was noted that the Millage Rate for 2023 is estimated at 5.4204 mills. The taxable value for 2023 has an estimated increase of 1.035%. The total estimated 2023 Tax Revenue is \$7,319,373.

Notable revenue increase items were reviewed. Current Real Property Taxes increased \$459,179, Marijuana Tax \$245,000, State Reimbursement Personal Property increased \$25,000, Real Estate Transfer Tax increased \$15,000. Notable revenue decrease items were reviewed. The Transfer in – Tax Revolving fund decreased \$57,431, Court Costs (District Court) decreased \$20,000, Delinquent Real Property Tax decreased \$11,200 and Wage Reimbursements Juvenile and Liaison Officer decreased \$148,337.

Notable Expense Items were reviewed. All wages are currently at a 0% wage increase, except for those individuals scheduled to receive a step increase or pursuant to a labor agreement. The GEA/TPOAM contract is set at 2% and the POLC Union Contract is set at a 1% increase. Health Insurance premiums increased by 4.59%. The BCBS Dental premiums have decreased. These changes have slightly increased the overall costs and this change is reflected in the budget. The employee/Elected Official premium co-pay is budgeted at 11% of the annual premium. This assumes board action to opt-out of PA152 and that employee premium co-pay remain at 11%.

This budget includes making out IT Contractor an employee. The cost to the budget is neutral.

Appendix B address appropriations. There was an increase in requested appropriations in the amount of \$4,162.

Appendix C indicates transfers to other funds that have been budgeted. There was an increase to the Building Authority Fund, the Capital Improvement Fund and the Childcare fund.

Appendix D addressed Capital Improvement Requests in the amount of \$114,500.

There was discussion regarding a Cost of Living One Time Payment to be paid for using ARAP funds. It was a consensus to use the percentage of annual salary range of 2-5% totaling \$184,026 including fringes. The Board will finalize this at the August Board meeting.

This is a first run overview for the 2022/23 budget. A tentative budget will be available at the August 2022 Board meeting. Wage increases still need to be addressed at the Personnel Committee meeting.

### **GRANTING OF ARPA FUNDS**

The Board came to a consensus to award the following ARPA Funds to County entities:

- Lions Club - \$21,700
- Land Bank - \$500,000
- Brownfield Redevelopment Authority - \$60,000
- Manistee County Blacker Airport – 3 projects - \$295,000
- Park and Recreation Commission - \$15,000

The total for County entities is \$891,700. Final approval will be before the Board at the August meeting.

The Board came to a consensus to award the following ARPA Funds to other entities:

- Manistee Recreation Association - \$15,000
- Lakeshore Children's Advocation Center - \$57,000
- ECHO His Love - \$20,000
- Lighthouse Pregnancy Center - \$10,000
- The Historic Vogue Theatre - \$25,000
- Friends of Orchard Beach \$68,700
- Maple Grove Township - \$10,000

There was discussion regarding the request from Cleon Township, the Board decided to table that request pending the results from the August 2<sup>nd</sup> election next week and their request for Bonds for a New Fire and Township Hall.

The total for other entities is \$205,700. Final approval will be before the Board at the August meeting.

**MISCELLANEOUS BOARD MEMBER COMMENT**

None.

Adjourn at the Call of the Chair at 10:23 a.m.

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Lindsey Marquardt Clerk

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