



FINANCE AND ASSET MANAGEMENT COMMITTEE MEETING AGENDA

October 3, 2022

IMMEDIATELY FOLLOWING THE GENERAL GOVERNMENT COMMITTEE MEETING

Board of Commissioners Meeting Location

304 E. Grand River Ave., Board Chambers, Howell, Michigan

Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC

<https://us02web.zoom.us/j/3997000062>

Pages

1. CALL MEETING TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

4.1. Minutes of meeting dated: September 6, 2022

2

5. CALL TO THE PUBLIC

6. DISCUSSION

6.1. Budget to Actual Revenues & Expenses

6.2. Pension Liability

6.3. Capital Improvement Plan Overview

6.4. ARPA Requirements & Requests

6.5. Potential Upcoming Unbudgeted Expenditures & Revenue Reductions

6.6. Strategic Plan Overview

7. REPORTS

7.1. 2023 Budget - Level 3

Nathan Burd, County Administrator

8. RESOLUTIONS FOR CONSIDERATION

None

9. ADJOURNMENT

FINANCE AND ASSET MANAGEMENT COMMITTEE

MEETING MINUTES



September 6, 2022, IMMEDIATELY FOLLOWING THE GENERAL GOVERNMENT COMMITTEE MEETING
Board of Commissioners Meeting Location
304 E. Grand River Ave., Board Chambers, Howell, Michigan
Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC
<https://us02web.zoom.us/j/3997000062>

Members Present: Mitchell Zajac, Martin Smith, Jay Drick

Members Absent: Carol S. Griffith

1. CALL MEETING TO ORDER

The meeting was called to order by Commissioner Zajac at 7:04 pm.

2. ROLL CALL

Roll call by the recording secretary indicated the presence of a quorum.

3. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

It was moved by J. Drick

Seconded by M. Smith

Yes (3): M. Zajac, M. Smith, and J. Drick

Absent (1): C. Griffith

Motion Carried (3 to 0)

4. APPROVAL OF MINUTES

4.1 Minutes of meeting dated: August 1, 2022

Motion to approve the Minutes as presented.

It was moved by J. Drick

Seconded by M. Zajac

Yes (3): M. Zajac, M. Smith, and J. Drick

Absent (1): C. Griffith

Motion Carried (3 to 0)

5.

CALL TO THE PUBLIC

Comm. Helzerman - Broadband.

6. DISCUSSION

6.1 Budget to Actual Revenues & Expenses

- Cindy Arbanas, Financial Officer, opened discussion and went over Budget Reports for August, 2022.

6.2 Pension Liability

- Nathan Burd, County Administrator, opened discussion.
 - Looking at three (3) other departments being fully funded. Will help dramatically with Pension Liability.
- Wes Nakagiri questioned if the DC would be offered to new Union employees and Mr. Burd confirmed it would be part of discussions.
- Actuarial timeline was confirmed to be 4-6 weeks.

6.3 Capital Improvement Plan Overview

- Kevin Eggleston, Facility Services Director-to-Be, opened discussions and went over upcoming Facility Services Projects.
 - Jail and East Complex HVAC.
 - East Complex Roofing Project commencing soon.
 - Hillcrest & Deerfield Tower Generators installed and tested (falls under "Other" projects, not Capital).
- Wes Nakagiri questioned timeline for feasibility study for moving Brighton District Court. Mr. Eggleston advised he was hoping to have it back to the Committee next month.

6.4 ARPA Requirements & Requests

- County Administrator, Nathan Burd, opened discussion and went over miscellaneous items.
- Drain Representatives, Ken Recker and Robert Spaulding, provided an updated Project Spreadsheet and Funding involved, which was requested at the last meeting.
 - Discussion took place regarding the handout and priority rankings.
- Martin Smith moved to authorize ARPA money for Howell City Drain Project in the amount of \$125,000. (See Motion Below)
 - Discussion took place regarding special assessments, etc., and parcels involved.
- Wes Nakagiri questioned if there was any precedent-setting measures regarding the other Drain Projects on the list.

Motion to authorize ARPA money in the amount of \$125,000 for Howell City Drain Project.

It was moved by M. Smith
Seconded by M. Zajac

Yes (3): M. Zajac, M. Smith, and J. Drick
Absent (1): C. Griffith

Motion Carried (3 to 0)

6.5 Potential Upcoming Unbudgeted Expenditures & Revenue Reductions

- Nathan Burd advised that there was no pressing issues.

6.6 Strategic Plan Overview

- County Administrator, Nathan Burd, updated the Committee.
 - Grant Writer / Coordinator Position - Should have update soon.
 - SPARK Partnership - Report scheduled for end of September.
 - Numerous items on tonight's Agenda as Resolutions.
- Looking at annual updates especially considering all the new Commissioners that will be joining the Board.

7. RESOLUTIONS FOR CONSIDERATION

7.1 Administration

Resolution Authorizing a Listing Agreement for the Sale of Two County-Owned Parcels of Land on E. Grand River Avenue

Recommend motion to the Board of Commissioners.

Moved by: M. Smith

Seconded by: Jay Drick

Nathan Burd, County Administrator, presented the resolution, introduced Realtor Scott Bohlen and answered questions from committee members.

Yes (3): M. Zajac, M. Smith, and J. Drick

Absent (1): C. Griffith

Motion Carried (3 to 0)

Motion to Table for One (1) month to have Hold Harmless language adjusted and any possible restrictions we could place on property investigated.

Moved by: Jay Drick

Seconded by: M. Smith

Yes (1): J. Drick

No (2): M. Zajac, and M. Smith

Absent (1): C. Griffith

Motion Defeated (1 to 2)

7.2 Administration

Resolution Authorizing the Reallocation of Funding for the County Clerk APEC Vital Records Document Management Software Systems Project to ARPA – County Administration / Fiscal Services

Recommend motion to the Board of Commissioners.

Moved by: M. Smith

Seconded by: Jay Drick

Cindy Arbanas, Financial Officer, presented the resolution and answered questions from committee members.

Yes (3): M. Zajac, M. Smith, and J. Drick

Absent (1): C. Griffith

Motion Carried (3 to 0)

7.3 Administration

Resolution Authorizing the Reallocation of Funding from Information Technology to ARPA for Access Interactive Backup, Storage, Logging Systems and Three Years Support and Maintenance - County Administration / Fiscal Services

Recommend motion to the Board of Commissioners.

Moved by: J. Drick

Seconded by: Martin Smith

Cindy Arbanas presented the resolution and answered questions from committee members.

Yes (3): M. Zajac, M. Smith, and J. Drick

Absent (1): C. Griffith

Motion Carried (3 to 0)

7.4 Information Technology

Resolution Authorizing an Agreement with Merit Networks of Ann Arbor, Michigan and Triple R Consulting of South Lyon, Michigan to Perform Fiber Optic Planning and Consulting Services

Recommend motion to the Board of Commissioners.

Moved by: M. Smith

Seconded by: Jay Drick

Kristoffer Tobbe, CIO, presented the resolution and answered questions from committee members.

Yes (3): M. Zajac, M. Smith, and J. Drick

Absent (1): C. Griffith

Motion Carried (3 to 0)

8. ADJOURNMENT

Motion to adjourn the meeting at 8:40 pm.


It was moved by J. Drick

Seconded by Martin Smith

Yes (3): M. Zajac, M. Smith, and J. Drick

Absent (1): C. Griffith

Motion Carried (3 to 0)



Carol Sue Jonckheere, Recording Secretary