

Finance and Asset Management Committee

Meeting Minutes



March 11, 2024, Immediately Following the CPSID Committee Meeting.
Hybrid In-Person and Virtual Meeting
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: Nick Fiani - Chairman, Douglas Helzerman, David Domas, Frank Sample, Wes Nakagiri, Jay Drick, Roger Deaton, Martin Smith, Jay Gross - Vice Chairman

1. Call Meeting to Order

The meeting was called to order by the Committee Chair, Nick Fiani, at 6:20 p.m.

2. Pledge of Allegiance to the Flag

All rose for the Pledge of Allegiance to the Flag of the United States of America.

3. Roll Call

Nick Fiani - Chairman, Jay Gross - Vice Chairman, Douglas Helzerman, Dave Domas, Frank Sample, Wes Nakagiri, Jay Drick, Roger Deaton, and Martin Smith

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

4. Approval of Agenda

Motion to approve the Agenda as presented.

It was moved by R. Deaton
Seconded by F. Sample

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9 to 0)

5. Approval of Minutes

5.1 Meeting Minutes dated: February 11, 2024

5.2 Closed Session Minutes dated: February 11, 2024

Motion to approve the Minutes as presented.

It was moved by J. Gross
Seconded by M. Smith

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9 to 0)

6. Call to the Public: None.

7. Discussion

7.1 Revenue and Expense Status

Hilery Spicer, Financial Analyst, reviewed reports provided prior to this meeting at close of February, reviewed budget status for funding units. Upcoming budget amendments will be presented to balance the budget after the first quarter. ARPA CIP budgets are being entered. Incomplete 2023 projects will be moved to this budget year.

7.2 Pension Liability

Nathan Burd, County Administrator, no changes to liability yet this year. Updates are expected in June or July. There is an upcoming MERS meeting to talk about investment strategies, an update will be shared with the BOC on the outcome of that meeting. Commissioner Nakagiri will be attending that meeting and will forward questions for MERS ahead of time to allow time to prepare.

7.3 Capital Improvement Plan Update

Kevin Eggleston: Facility Services Department Director

- Updated on various Capital Project from 2022, 2023, and 2024
- Fowlerville EMS to issue tentative occupancy on March 17th. March 21st the internal checklist will be completed.
- Rural EMS base designs and soil testing for Cohoctah & Putnam are being done.
- Capital Asset Management program kicking off next week.
- ARPA project roof top HVAC at Law Center were done.
- Facilities planning meetings with departments are being held this week to review capital and operating projects. IT will join in those meetings this year.
- Facilities is requesting bid proposals for construction management services and landscaping services.

7.4 ARPA Funds Recipients' Reports

Commissioner Fiani turned the floor to representatives of the local Senior Centers.

Hamburg Township Senior Center – expended all funds,

- new flooring to take care of trip hazards,
- ADA accessible door,
- new chairs for seniors,
- wall dividers and upgraded the kitchen.
- This center serves approximately 1000 members.

Howell Senior Center - presented spending as of 2/7/24 –

- travel program took off, most requested return program. sold out every trip,
- looking to add a fitness instructor,
- biggest upgraded coffee machines,
- bring back more lunch and learn low cost lunch and an educational program on health & wellness, or how to use retirement funds wisely.
- Quotes for mirrors for fitness room. Added to games and offering personal training that seniors are asking for.
- 2000 members served.

Hartland Senior Center –

- purchased 70 new chairs.
- Working on new tables,
- head mics have been ordered.

Brighton Senior Center –

- ear marked for activities assistant.
- Administration changes put items on hold. 2nd round of interviews for the staff member are being held this week. 500 members

Senior Center Marketing –

- earmarked money for awareness of centers,
- September - direct mailings to homes with 50+ residents. LLCOA flyer listing all centers, will be about \$12,000 for the mass mailings for all of the County, based off center for performing arts.
- Next May older Americans month,
- after that will look to have WHMI run an ad.

Fowlerville Senior Center –

- bids for roofing, flooring, paint. Painting and carpet cleaning has been done.
- education entertainment, arts.
- \$11,000 remaining for the year.

Putnam Township –

- Ad-hoc committee included community, staff, elected officials,
- certifications for food pantry handling, participants are required to register, hired a resource to assist in setting up this - 52 families are registered.
- a two-week food bundle is provided to members. The bundle is predetermined, and a free walk-through can be done.
- 300 people have been served last month. Two other pantries in the Pinckney are focus on family and children, while the center focuses on seniors.
- Looking to serve as a warming and cooling center, with a focus on seniors. Serving Unadilla and losco seniors also.

Information Technology - Kris Tobbe, IT Department Director, Update RE: Fiber project –

- 32% complete undergrounding down M36, D19; migration down Grand River and up Old 23, then migrating down past Brighton.
- Fiber teams to start pulling in open access fiber into conduits by end of month.

8. Resolutions for Consideration

8.1 Fiscal Services

Resolution to Submit the Estimated 2025 General Fund Budget to the Tax Allocation Board

Motion to recommend the resolution to the Board of Commissioners.

Moved by: D. Domas

Seconded by: D. Helzerman

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9 to 0)

9. Adjournment

Motion to adjourn the meeting at 7:26 p.m.

It was moved by D. Helzerman

Seconded by R. Deaton

Yes (9): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, M. Smith, and J. Gross

Motion Carried (9 to 0)



Natalie Hunt, Recording Secretary