

MONTCALM COUNTY BOARD OF COMMISSIONERS

Regular Meeting

Monday, August 28, 2023

6:00 PM

The regular meeting was called to order by Chairman Carr at 6:00 p.m.

The meeting opened with the Pledge of Allegiance. Pastor Dennis Ross from Nevins Lake Church in Stanton offered invocation.

Members present at roll call: Commissioners Baker, Johnston, Petersen, Painter, Mahar, Carr and Kohn. Members absent: None.

Others present: Kristen Millard, Brenda Taeter, Michelle Becker, Danielle Fergeson, Liz Braddock, Kate Behrenwald, John Kroneck, Andrea Krause, Vicky Dyer, Carrie Wills, Cindy Christensen, Joyce Hachman, Lisa Petersen, Rachael Coffey and Elisabeth Waldon.

Moved by Commissioner Johnston, supported by Commissioner Petersen to approve the agenda as presented. Motion carried.

Moved by Commissioner Johnston, supported by Commissioner Painter to approve the July 24, 2023, and August 14, 2023, regular meeting minutes as written. Roll call vote: Ayes: Commissioner Baker, Johnston and Painter. Nays: Commissioners Kohn, Petersen and Carr. Motion failed.

Public comments were offered. None were given.

Moved by Commissioner Petersen, supported by Commissioner Johnston to approve warrant report number 08282023 in the amount of \$351,902.25. Motion carried.

Moved by Commissioner Petersen, supported by Commissioner Johnston to approve consent agenda items 2 through 9 and move stated action:

Controller	Professional Valuation Services Agreement	Place on file
Controller	PA 416 Contract Amendment	Place on file
Controller	FY2024 Child Care Budget	Place on file
Controller	2023 Tax Rate Request, L4029	Place on file
Controller	Montcalm County Planning Commission July Minutes	Place on file
Controller	July ME Report	Place on file
Controller	July Dodge Report	Place on file
Controller	Warrant Reports 08172023 & 08242023	Place on file

Motion carried.

Moved by Commissioner Petersen, supported by Commissioner Johnston to enter into Public Hearing at 6:05 p.m. for the FY2024 Proposed Budget. Motion carried.

Chairman Carr stated that the Board is now in a Public Hearing and asked if anyone in attendance had any comments or questions on the FY2024 Public Hearing. There were no comments brought forward but Chairman Carr stated that the Public Hearing would be kept open.

At 6:08 p.m. Liz Baddock, Kate Behrenwald, Jim Dimitriou and John Kroneck were in attendance on behalf of the Opioid Task Force Committee to share the Request for Funding Proposal and Assessment Rubric that the Opioid Committee has developed.

Discussion took place on how the committee plans to distribute funds and what the requirements are. Ms. Behrenwald stated that organizations or groups applying must currently be serving, or indicate that they will be serving Montcalm County residents.

Moved by Commissioner Petersen, supported by Commissioner Baker to allow the Opioid Task Force Committee to move forward with their Request for Funding Proposal utilizing the timeline indicated in the proposed language. Motion carried.

At 6:22 p.m. Rachael Coffey, Stanton City Manager, was in attendance to request the Board reverse a 2015 decision to “opt out” of Stanton’s DDA tax capture. Ms. Coffey explained that the DDA was formed in 2015 with a base property value of 11,158,816. In the years following the formation the property values decreased, meaning that the Stanton DDA has yet to collect TIF. In 2023 the property values increased over the base value to 11,510,8088.

Ms. Coffey stated that there are 9 eligible millages that belong to the county. The Stanton DDA can only collect on 2 of the 9 millages. Ms. Coffey stated that this is first year that the base value is high enough for them to capture the DDA – TIF Capture.

Moved by Commissioner Petersen, supported by Commissioner Baker to allow the City of Stanton’s DDA to capture TIF on millages that belong to the County. Motion carried.

At 6:40 p.m. Andrea Krause, Prosecuting Attorney, was in attendance to inform the Board that she has hired a new APA and would like to have him start on September 1, 2023. She stated that the County must give Tammi Shaw 30 days notice to end the contract she has with the county. Mrs. Krause stated that she has the money in her budget to cover the overlap and really needs her new employee to receive some training with Ms. Shaw.

Chairman Carr stated that it has become commonplace for Department Heads to request an overlap for training on every new hire. He stated that a month seems excessive to have an overlap. Mrs. Krause stated that Tammi Shaw only works 50 hours per month per her contract, but more importantly, she doesn’t want to lose her new hire and would like to start him as soon as possible.

Moved by Commissioner Baker, supported by Commissioner Johnston to allow the Prosecuting Attorney’s new APA to start on September 1, 2023. Motion carried.

Chairman Carr stated that the Board is still in a Public Hearing regarding the FY2024 Budget. He stated that anyone who would like to give comment on the FY2024 proposed budget may do so at this time.

Commissioner Kohn stated that he went back through last year’s budget and the Treasurer had a Chief Deputy and 3 FTE’s, however the Treasurer stated that she had outsourced the searches done by one of the FTE positions for \$70,000. Therefore, in his mind there should only be 2 FTE’s in the FY2024 budget because the duties the outsourcing is covering should be considered another full time position. He feels there should be a Treasurer, Deputy Treasurer and two FTE’s in the budget. He stated that the current staffing summary on page 24 of the budget indicates 5 positions.

Commissioner Petersen stated that after reading The Daily News and the Letter to the Editor on Saturday he has real concerns regarding the Treasurer’s Office. To be told that a department so desperately needs staff, but then the Department Head fires an employee that same week makes him

question the staffing level. He's also concerned with the qualification of those recently hired, as none of the hires have an accounting degree. He stated that he thinks the employees that were in the office did a great job and were proficient.

Moved by Commissioner Petersen, supported by Commissioner Johnston to close the Public Hearing on the FY2024 Budget. Motion carried.

Moved by Commissioner Kohn, supported by Commissioner Petersen to adjust the staffing control summary for County Treasurer's Office to be: The County Treasurer, a Chief Deputy Treasurer, and 2 Administrative Aides. Roll call vote: Ayes: Commissioners Johnston, Kohn, Painter, Petersen, Baker and Carr. Nays: None. Motion carried.

Moved by Commissioner Petersen, supported by Commissioner Johnston to approve and adopt **RESOLUTION 2023-09 BUDGET RESOLUTION – GENERAL APPROPRIATIONS ACT:**

WHEREAS, the Montcalm County Board of Commissioners ("Board") has examined the fiscal requests for 2024 of the various departments, agencies, offices and activities ("budgetary centers") which by law it must finance or assist in financing; and

WHEREAS, the Board has taken into consideration the fact that there are certain required functions of county government or operations which must be budgeted at a serviceable level in order to provide statutory and constitutionally required services and programs; and

WHEREAS, the Board has given officials responsible for providing such mandated services the opportunity to determine serviceable levels and the funds to sustain such levels;

WHEREAS, the Uniform Budgeting & Accounting Act ("UBAA"), MCLA 141.21 et seq., requires that the Board enact a general appropriation act designed to meet all County-funded expenditures;

NOW THEREFORE BE IT FURTHER RESOLVED, that the County Treasurer is hereby directed to collect 4.3066 mills for the County's general operations, .5650 mills for the maintenance and operation of an Ambulance and Rescue Service, .8818 mills for the purpose of providing funds for local libraries in Montcalm County, .3600 mills for the Commission on Aging for Senior Citizen Services, .2000 mills for the purpose of funding Montcalm MSU Extension/4-H Program and Montcalm Conservation District, .9799 mills for the purpose of funding County Law Enforcement, and .2459 mills for the funding of Veterans' Services, for a total of 7.5392 mills levied for all county operations.

BE IT FURTHER RESOLVED, that the amounts indicated in the attached "Budget by Department" are hereby appropriated from the General Fund and other funds of Montcalm County according to the activities and/or statutory requirements of the budgetary center and the provision of this Act.

BE IT FURTHER RESOLVED, that Montcalm County will reimburse mileage in accordance with the County of Montcalm Expenditure Procedures/Policy at the Internal Revenue Service rate per mile.

BE IT FURTHER RESOLVED, that the fee charged by Montcalm County for boarding of inmates from other jurisdictions will be determined by the Sheriff and the County Controller/Administrator.

BE IT FURTHER RESOLVED, that the revenues received by the County under Public Acts 106 and 107, 1985, (Convention Facility Tax revenue) shall not be used to reduce the County's 2023/2024 operating millage as defined by Public Act 2, 1986. In accordance with Public Act 2, 1986, 50% of the actual Convention Facility Tax revenue not used to reduce the County's operating tax rate

shall be appropriated to the Substance Abuse Coordinating Agency for use in substance abuse programs in Montcalm County, with the remaining revenues to be deposited in the County's General Fund.

BE IT FURTHER RESOLVED, that it is understood that revenues and expenditures may vary from those which are currently contemplated and may be changed from time to time by the Board of Commissioners during the 2024 fiscal year, as deemed necessary. Consequently, there may be a need to increase or decrease various portions of the budget and/or reduce the workforce due to unforeseen financial changes; therefore, the Board of Commissioners reserves the right to change the Staffing Control Summary at any time. The County Elected Officials and County Department Heads shall abide by whatever changes are made by the Board of Commissioners, if any, relative to the approved positions and the number of employees stated in the Staffing Control Summary.

BE IT FURTHER RESOLVED, that authorization to hire an additional employee, or reclassify an existing employee, that has not been budgeted in the 2024 Staffing Control Summary during the 2024 fiscal year shall be subject to approval by the Board of Commissioners.

BE IT FURTHER RESOLVED, that positions on the Staffing Control Summary which are supported by some grant, cost sharing, reimbursement, or some other source of outside funding are only approved contingent upon the County receiving the budgeted revenues. Upon notification that budgeted funding of a position shall not be received the Elected Official or Department Head shall immediately notify the County Controller/Administrator and the Board of Commissioners, and that position shall be immediately removed from the Staffing Control Summary if funding is exhausted.

BE IT FURTHER RESOLVED, maintenance agreements are essential to a variety of building and operating equipment. County Elected Officials and County Department Heads are authorized to renew existing maintenance agreements upon the approval of the County Controller/Administrator.

BE IT FURTHER RESOLVED, that the following regulations shall apply to these appropriations, and budgetary centers shall be deemed to have agreed to these restrictions and obligations by accepting funds pursuant to this Act or otherwise incurring expenditures in exception of County funding:

1. All terms in this Act shall have the meaning assigned to them in the UBAA. The term "budgetary center" includes all courts receiving funds through this Act.
2. All budgetary centers receiving funds herein shall abide by the UBAA and the Uniform Chart of Accounts referenced therein. Each administrative officer in charge of a budgetary center shall promptly provide the budget officer with all information, which the fiscal officer considers necessary and essential to the preparation of a County budget for the ensuing fiscal period.
3. The amounts appropriated herein shall be paid from the County Treasury at the time and in the manner provided by law and other applicable policies or resolutions of the Board, whether enacted to date or subsequently adopted.
4. Expenditures and revenues shall be recorded and reported in the manner provided by law. Fees and other money received by budgetary centers should be forwarded promptly to the County Treasurer and credited to the appropriate County Fund, except as otherwise provided by this Act or by any other act of the Board.
5. Except as otherwise provided by law, each budgetary center shall limit expenditures within the appropriations authorized herein and shall not attempt to expend funds at a rate which will eventually result in a deficit within the budgetary center without the approval of the Board. Further, all expenditures of the County funds and other funds under the control of any budgetary center, except as otherwise provided by law, shall be expended only for purposes attached to the

accounts and within the various policies of the Board of Commissioners, including, but not limited to, travel policy, purchasing policy, vehicle-use policy, applicable collective bargaining agreements, applicable personnel policies, and the “County of Montcalm Expenditure Procedures/Policy”, the latter being attached hereto and specifically approved by the Board herein. The County of Montcalm shall only be responsible for the payment of purchases made in accordance with the provisions of MCLA 46.13B and the UBAA.

- 5a. All Court budgetary centers’ (Circuit Court, Circuit Court Probation, District Court, District Court Probation, Probate Court, and Juvenile Probation) budgets will be administered in accordance with Supreme Court Administrative Order 1998-5.
- 5b. In the event that the State of Michigan fails to provide certain revenue transfer payments as required by state law and/or contractual agreements between the State of Michigan and Montcalm County, the specific programs funded by such state revenue transfer payments shall bear the full impact of such revenue reduction. In the event that the State of Michigan defaults or otherwise fails to provide general, unrestricted revenue transfer payments, the Board shall allocate said revenue reduction in its legislative judgment.

THE MONTCALM COUNTY BOARD OF COMMISSIONERS CANNOT, AND WILL NOT, ABSORB THE PROGRAM COSTS CREATED BY REVENUE TRANSFER PAYMENT DEFAULTS BY THE STATE OF MICHIGAN.

- 6. If a budgetary center desires an additional appropriation or transfer between accounts it shall forward a detailed request to the Board describing the proposed budgetary amendment or transfer and the reasons for the action. The County Controller’s Office is given authority to make line item transfers within budgetary centers except to increase conference travel line items and to increase capital expenditure line items. Line item transfers affecting the budget of a wage line item require the approval of the Board of Commissioners.
- 7. Except as otherwise provided by law, the number of positions noted for certain budgetary centers in their salary account appropriations shall be the maximum staffing level authorized to be drawn from such accounts. No budgetary center shall maintain more employees on the payroll than the maximum specified for the appropriate account.
- 8. This Act shall become effective October 1, 2023. This Act may be amended by the Board at any time and any appropriation made hereunder may be increased or decreased in the Board’s discretion.
- 9. This Act and attachments as incorporated by reference herein and all amendments hereto shall constitute the 2024 General Appropriations Act for Montcalm County for all purposes and the law.

Roll call vote: Ayes: Commissioners Kohn, Painter, Petersen, Baker, Johnston and Carr. Nays: None. Motion carried.

Public comments were offered. Commissioner Petersen would like to thank Brenda Taeter for the work she did on the preparation of the budget. Chairman Carr stated that the process was as pleasant as it could be and thanked Ms. Taeter for her work.

Moved by Commissioner Petersen, supported by Commissioner Johnston to adjourn at 7:07 p.m. Motion carried.

Kristen Millard, County Clerk

Patrick Q. Carr, Chairman