FINANCE COMMITTEE  
May 22, 2019  
Minutes

Members Present: Crenshaw, Grebner, Maiville, Morgan, Polsdofer and Schafer

Members Absent: Tennis

Others Present: Melissa Buzzard, Tim Morgan, Bill Conklin, Rick Terrill, Michael Townsend, Beth Foster and others.

The meeting was called to order by Chairperson Grebner at 6:01 p.m. in Conference Room D & E of the Human Services Building, 5303 South Cedar Street, Lansing, Michigan.

Approval of the May 8, 2019 Minutes

WITHOUT OBJECTION, CHAIRPERSON GREBNER STATED THE MAY 8, 2019 MEETING MINUTES WERE APPROVED AS PRESENTED. Absent: Commissioner Tennis

Additions to the Agenda

12. Resolution Designating the Month of June, 2019 as LGBTQ Pride Month in Ingham County

Additional Information –

5. Parks Department – Resolution to Authorize the Account Clerk, Parks Part-Time Position to be Converted to a Full Time Position

Substitutes –


10. Human Resources Department
   a. Resolution to Approve Amendments to the 2019 Managerial and Confidential Employee Personnel Manual

Limited Public Comment

None.
MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CRENSHAW, TO APPROVE
A CONSENT AGENDA CONSISTING OF THE FOLLOWING ACTION ITEMS:

1. **Treasurer’s Office** – Resolution Making Limited Tax Pledge for Ingham County Land Bank
   Fast Track Authority Series 2019 Note

2. **Public Defenders Officer** – Resolution to Authorize a Subscription for Westlaw Legal
   Research Program

3. **9-1-1 Center** – Resolution to Authorize Administrative Finding that Peninsula Fiber
   Network LLC Shall be the Primary 9-1-1 Service Supplier

4. **Community Agencies** – Resolution Approving Criteria for Evaluating 2020 Applications
   for Community Agency Funding

6. **Health Department**
   a. Resolution to Amend Resolution #19-194
   b. Resolution to Authorize an Agreement with Edge Publicom for a Medical Marihuana
      Public Education Campaign
   c. Resolution to Accept Funding from MDHHS for Child Adolescent Expanded
      Mental Health
   d. Resolution to Authorize an Agreement with NextGen for Custom Ryan White Templates
   e. Resolution to Accept Reinvestment Fund Invest Health Field Building Grant Award
   f. Resolution to Authorize an Agreement with Rite Aid Corporation for 340B Prescription
      Drug Services
   g. Resolution to Enter Agreement with Roger L. Donaldson, AIA P.L.C. for New Hope
      Community Health Center Renovations

7. **Potter Park Zoo**
   a. Resolution to Authorize a Purchase Order to Radtech X-Ray
   b. Resolution to Authorize an Agreement with the City of Lansing for the Storm
      Water Quality Study at Potter Park Zoo

8. **Facilities Department**
   a. Resolution to Authorize an Agreement with LJ Trumble Builders, LLC. for
      Improvements to the Four Horse Barns at the Fair Grounds
   b. Resolution to Authorize a Contract Renewal with RNA Facilities Management for
      Janitorial Services at Several County Facilities
   c. Resolution to Authorize a Contract Renewal with Teachout Security for
      Uniformed Unarmed Security Guard Services at Several County Facilities

9. **Road Department** – Resolution to Award a Construction Contract for Waterborne
   Pavement Markings and Cold Plastic Common Text & Symbols to M&M Pavement
   Markings, Inc., Grand Blanc, Michigan for Bid Packet #81-19

(2)
10. **Human Resources Department**  
a. Resolution to Approve Amendments to the 2019 Managerial and Confidential Employee Personnel Manual  
b. Resolution to Adopt a Letter of Understanding Between Ingham County, 30th Circuit Court and OPEIU Family Court Union Local 459 for On-Call Clinical Mental Health Services  

12. Resolution Designating the Month of June, 2019 as LGBTQ Pride Month in Ingham County

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis

THE MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA CARRIED UNANIMOUSLY. Absent: Commissioner Tennis

5. **Parks Department** – Resolution to Authorize the Account Clerk, Parks Part-Time Position to be Converted to a Full Time Position

MOVED BY COMM. MAIVILLE, SUPPORTED BY COMM. CRENSHAW, TO APPROVE THE RESOLUTION.

Chairperson Grebner stated that there could not be that much accounting involved with grants and asked what exactly the full-time account clerk would be accounting.

Melissa Buzzard, Trails and Parks Millage Program Coordinator, stated that there was a surprising amount of paperwork involved with grants from start to finish and that accounting responsibilities would continue to pick up even as everything was wrapped up.

Chairperson Grebner asked if the position included only financial duties.

Ms. Buzzard stated that there was enough of that to require a full-time position.

Chairperson Grebner stated that it seemed like the paper process needed to find itself streamlined.

Ms. Buzzard stated that the position was responsible for all millage contracts, not just grants.

Chairperson Grebner asked who would have known there would be enough financial paperwork involved with the millage to keep someone busy for that many hours in a year.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Tennis
11. **Controller/Administrator’s Office** – Ingham County Strategic Plan Update (*Discussion*)

Commissioner Crenshaw gave a brief overview of the Strategic Plan Update. He further stated that the Controller has said that when budget requests were submitted, individuals were required to identify how they would tie in with the Strategic Plan.

Commissioner Schafer stated that under the law enforcement section there was a statement about maintaining staffing at 2020 levels and that he moved to strike in Law and Courts Committee, but he did not receive support. He further stated that he felt the staffing levels were not adequate.

Chairperson Grebner stated that he always felt that the way priorities were discovered was when people vote on things. He further stated that he was not opposed to the Strategic Plan but that he did not think it was the life of the County’s Budget.

**Announcements**

None.

**Public Comment**

None.

**Adjournment**

The meeting was adjourned at 6:09 p.m.