

**MINUTES OF THE
FINANCE COMMITTEE
THURSDAY, JULY 24, 2014**

At a meeting of the **Finance Committee**, held Thursday, July 24, 2014, in the Board Room, on the 9th Floor of the Administration Building, Mount Clemens, the following members were present:

Miller-Chair, Mocerri-Vice-Chair, Boyle, Brown, Flynn, Klinefelt, Mijac, Sabatini, Sauger, Smith, Tocco and Vosburg.

Absent and excused was Carabelli.

There being a quorum of the committee present, Chair Miller called the meeting to order at 9 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA

MOTION

A motion was made by Boyle, supported by Sauger, to adopt the agenda, as presented. **The Motion Carried.**

CHAIRMAN'S COMMENTS

Chair Miller provided some historical facts.

MINUTES

MOTION

A motion was made by Mijac, supported by Smith, to approve the April 29 and May 14, 2014, minutes of this committee, as written. **The Motion Carried.**

RECOMMENDATIONS FROM 7-21-14 GOVERNMENT OPERATIONS COMMITTEE MEETING

Contract with Courthouse Technologies, Ltd. to Host Jury Management System/County Clerk/Register of Deeds

COMMITTEE RECOMMENDATION – MOTION

A motion was made by Boyle, supported by Sauger, to recommend that the Board of Commissioners authorize the County Clerk to improve jury service by contracting with Courthouse Technologies, Ltd. to host the Jury Management System at a cost not to

exceed \$18,000 annually for five years, for a total five-year cost of \$90,000; funds are available in the Jury Commission Account 10116601–80185; further, a copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive. **THE MOTION CARRIED.**

Purchase of Integrated Voice Response System from Courthouse Technologies for County's Jury Management System/County Clerk/Register of Deeds

COMMITTEE RECOMMENDATION – MOTION

A motion was made by Vosburg, supported by Boyle, to recommend that the Board of Commissioners authorize the County Clerk/Register of Deeds to purchase an Integrated Voice Response System from Courthouse Technologies, Ltd. for the County's Jury Management System at a cost not to exceed \$9,700; funding is available in the Jury Commission Account 10116601-80185; further, a copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive. **THE MOTION CARRIED.**

ITEM WAIVED BY INFRASTRUCTURE COMMITTEE CHAIR

Network Refresh Contract/IT

COMMITTEE RECOMMENDATION – MOTION

A motion was made by Boyle, supported by Smith, to recommend that the Board of Commissioners approve the Network Refresh contract; further, a copy of this Board of Commissioners' action is directed to be delivered forthwith to the Office of the County Executive.

IT Director Sandy Jurek gave an overview.

The following commissioners spoke: Smith and Flynn.

Chair Miller called for a vote on the motion and **THE MOTION CARRIED.**

2013 YEAR END FINANCIAL REPORT/MARTHA T. BERRY

Administrator Jennifer Morgan summarized the report.

The following commissioner spoke: Vosburg.

Penny Hader, Social Services Board member, overviewed the list of residents by district.

MOTION

A motion was made by Sauger, supported by Boyle, to receive and file the 2013 Year End Financial Report for Martha T. Berry. **The Motion Carried.**

DEPARTMENT BUDGET REVIEWS

Finance and Risk Management

Finance Director Pete Provenzano summarized the budgets for the Finance Department, which included Risk Management who was combined with the Finance Department in 2011. He noted a correction to the total position count and said it should be 21 instead of 21.5.

The following commissioners spoke: Vosburg and Miller.

Equalization

Finance Director Pete Provenzano summarized the budget for the Equalization Department. He noted that an increase in the Assessor salary was requested, but was not recommended by the Office of County Executive at this time.

Equalization Department Director Steve Mellen spoke about the shortage of Level IV Assessors.

The following commissioners spoke: Vosburg and Miller.

Purchasing

Finance Director Pete Provenzano summarized the budget for the Purchasing Department. Also present was Polly Helzer, Purchasing Manager.

The following commissioner spoke: Miller.

Non-Departmental

Finance Director Pete Provenzano explained that these dollars reflect expenditures and revenues of the General Fund that do not belong to any one department.

The following commissioners spoke: Vosburg, Klinefelt, Flynn, Miller and Sabatini.

Appropriations

The following commissioners asked questions of Pete Provenzano on some of the appropriations: Mocerj, Miller, Flynn and Vosburg.

Debt Service

Finance Director Pete Provenzano stated that this fund is a consolidation of all debt that is paid.

MOTION

A motion was made by Sauger, supported by Vosburg, to receive and file the budget reviews. **The Motion Carried.**

CORRESPONDENCE

No correspondence was provided.

ADJOURNMENT

MOTION

A motion was made by Smith, supported by Tocco, to adjourn the meeting at 10:12 a.m. **The Motion Carried.**



Corinne Bedard
Committee Reporter