

**MINUTES OF THE
BUDGET COMMITTEE**

THURSDAY, FEBRUARY 2, 2006

At a meeting of the **Budget Committee**, held Thursday, February 2, 2006, in the Board Room, on the 9th Floor of the Administration Building, Mt. Clemens, the following members were present:

Kolakowski-Chair, Brandenburg, Brdak, Brown, Crouchman, DeSaele, DiMaria, Doherty, Duzyj, Flynn, Gibson, Gielegghem, Haggerty, Lund, Mijac, Rengert, Revoir, Rocca, Sauger, Slinde, Switalski, Szczepanski, Vosburg and White.

Absent and excused were Hill and Kennard.

Also Present:

David Diegel, Director, Finance Department
John Foster, Assistant Director, Finance Department
Jill Smith, Assistant Corporation Counsel
Frank Krycia, Assistant Corporation Counsel
John Anderson, Director, Risk Management and Safety Department
Ted Cwiek, Director, Human Resources Department
Doug Fouty, Program Director, Personnel Services, Human Resources Department
Karlyn Semlow, Human Resources Coordinator, Human Resources Department
Captain Rick Kalm, Sheriff's Department
Sergeant Donald Haugh, Sheriff's Department
Judge Denis LeDuc, 42-1 District Court
Rhonda Deriemaecker, Director of Board Services
Phil Frame, Director, Office of Public Affairs
Stephen Cassin, Executive Director, Planning and Economic Development Dept.
Lynn Arnott-Bryks, Director, Facilities and Operations Department
Lou Mioduszewski, Director, Emergency Management and Communications Dept.
Frank Taylor, Director, Macomb County Community Services Agency
Cynthia Zerkowski, Director, Information Technology Department
Josephine Savalle-Dunn, Administrator, Martha T. Berry
James Langtry, Chief of Operations, Prosecuting Attorney's Office
Polly Helzer, Purchasing Manager
Angela Willis, Director, Senior Citizen Services Department
Darlene LaBelle, Director, Macomb County Library
Russell McPeak, Director, Community Corrections Department
Richard Weaver, Director, Veterans Services Department
Gene Schabath, Public Works Department
Marilyn Rudzinski, Director, MSU Extension Services Department
Chad Selweski, Reporter, The Macomb Daily
Steve Neavling, Reporter, The Detroit Free Press

There being a quorum of the committee present, Chair Kolakowski called the meeting to order at 9:05 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA

MOTION

A motion was made by Haggerty, supported by Duzyj, to adopt the agenda, as presented.
The Motion Carried.

PUBLIC PARTICIPATION

Don Lobsinger, St. Clair Shores

Mr. Lobsinger called on this committee to adopt a resolution in support of the County Sheriff and the Sheriff's Department against recent public attacks appearing in the newspaper. He highly recommended that the Board abolish the Office of Ombudsman and instead hire more deputies.

CONSIDER RECOMMENDATION FROM DIRECTOR OF BOARD SERVICES

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY LUND, SUPPORTED BY FLYNN, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS MAKE THE ANNUAL REPORT AND OLDER AMERICAN FESTIVAL BI-ANNUAL.

After further discussion, the following friendly amendments were accepted:

A **friendly amendment** by Commissioner Doherty was accepted as follows: "To reduce the budget for the Older American Festival to \$5,000, so it can be held annually and make the Annual Report a bi-annual publication."

A **friendly amendment** by Commissioner Vosburg was accepted as follows: "Further, that the printing and mailing of the Annual Report will be on a bi-annual basis beginning with the 2006 report and for the alternate year that the report be updated and placed online. Further, that an appropriate adjustment be made in the Capital Budget."

Commissioner Brown asked to **separate** the Older American Festival and Annual Report.

Chair Kolakowski called for a vote on the first part of the motion relating to the Older

American Festival and **THE MOTION CARRIED.**

The motion reads as follows:

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY LUND, SUPPORTED BY FLYNN, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS REDUCE THE BUDGET FOR THE OLDER AMERICAN FESTIVAL TO \$5,000, SO IT CAN BE HELD ANNUALLY. **THE MOTION CARRIED.**

Separated item: Annual Report

Chair Kolakowski called for a vote on the second part of the motion relating to the Annual Report and **THE MOTION CARRIED WITH BRANDENBURG VOTING “NO.”**

The motion reads as follows:

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY LUND, SUPPORTED BY FLYNN, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS MAKE THE ANNUAL REPORT A BI-ANNUAL PUBLICATION. FURTHER, THAT THE PRINTING AND MAILING OF THE ANNUAL REPORT WILL BE ON A BI-ANNUAL BASIS BEGINNING WITH THE 2006 REPORT AND FOR THE ALTERNATE YEAR THAT THE REPORT BE UPDATED AND PLACED ONLINE. FURTHER, THAT AN APPROPRIATE ADJUSTMENT BE MADE IN THE CAPITAL BUDGET. **THE MOTION CARRIED WITH BRANDENBURG VOTING “NO.”**

AUTHORIZE FINANCE AND FACILITIES DEPARTMENTS TO NEGOTIATE A LEASE AGREEMENT WITH THE LEGAL AID DEFENDERS SERVICES AT THE VERKUILEN BUILDING

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY BRANDENBURG, SUPPORTED BY SZCZEPANSKI, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AUTHORIZE THE FINANCE AND FACILITIES AND OPERATIONS DEPARTMENTS TO NEGOTIATE A LEASE AGREEMENT WITH THE LEGAL AID DEFENDERS SERVICES AT THE VERKUILEN BUILDING. **THE MOTION CARRIED.**

ADOPT REVISED LABOR RATES AND SERVICE CHARGES – TECHNICAL SERVICES (Item Waived to Budget Committee by Justice and Public Safety Committee Chairman)

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY RENGERT, SUPPORTED BY SAUGER, TO RECOMMEND

THAT THE BOARD OF COMMISSIONERS ADOPT THE REVISED LABOR RATES AND SERVICE CHARGES AS RECOMMENDED BY THE DIRECTOR OF EMERGENCY MANAGEMENT AND COMMUNICATIONS. FURTHER, THAT THIS FEE BE INCLUDED WITH THE USER FEE ANNUAL CPI ADJUSTMENT REVIEW. **THE MOTION CARRIED.**

ADOPT PURCHASING DIRECTOR'S GUIDELINES REGARDING REQUESTS FOR PURCHASES OUTSIDE OF INVENTORIED ITEMS

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY BRANDENBURG, SUPPORTED BY SZCZEPANSKI, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE PURCHASING DIRECTOR'S GUIDELINES REGARDING REQUESTS FOR PURCHASES OUTSIDE OF INVENTORIED ITEMS, BE EVALUATED AS FOLLOWS: "IF THERE IS AN ITEM THAT IS BEING REQUESTED BY A DEPARTMENT, AND IT IS STOCKED AT CENTRAL RECEIVING AND FULFILLS THE SAME FUNCTIONALITY, IT WILL BE FILLED WITH THE ITEM WE STOCK, WHICH WILL RESULT IN SUBSTANTIAL SAVINGS TO THE COUNTY." IT IS FURTHER REQUESTED THAT EACH DEPARTMENT HEAD AND ELECTED OFFICIAL BE NOTIFIED OF THIS POLICY EFFECTIVE WITH ADOPTION OF SAME. **THE MOTION CARRIED.**

AUTHORIZE THE HUMAN RESOURCES DEPARTMENT TO ADVISE DEPARTMENTS REGARDING EMPLOYEE VOLUNTARY REDUCTION IN WORK HOURS PROPOSAL

A discussion ensued with Mr. Cwiek regarding the five bullet points that he addressed in his memorandum dated January 25, 2006. It was suggested that the Human Resources Department develop a form to inform employees about prorated vacation and sick days, as well as how their date of service time will be affected.

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY MIJAC, SUPPORTED BY REVOIR, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS AUTHORIZE THE HUMAN RESOURCES DEPARTMENT TO ADVISE DEPARTMENT HEADS AND ELECTED OFFICIALS REGARDING THE EMPLOYEE VOLUNTARY REDUCTION IN WORK HOURS PROPOSAL AS OUTLINED IN THE JANUARY 25, 2006 MEMO FROM THE HUMAN RESOURCES DIRECTOR. FURTHER, SHOULD THIS PROGRAM BE ADOPTED, IT WOULD SUNSET IN ONE-YEAR OR BE CONTINUED UPON ACTION OF THE BOARD OF COMMISSIONERS. **THE MOTION CARRIED.**

ADOPT THE FINANCE DIRECTOR'S RECOMMENDATION REMOVING POSITIONS FROM THE 2006 BUDGET AS A RESULT OF THE 3% REDUCTION PLAN

Mr. Diegel said the only positions he was addressing today could be found on page 2 of his memorandum dated January 26, 2006.

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY SZCZEPANSKI, SUPPORTED BY GIELEGHEM, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE FINANCE DIRECTOR'S RECOMMENDATION THAT POSITIONS NOT FILLED AS THE RESULT OF THE THREE-PERCENT REDUCTION PLAN SHOULD BE REMOVED FROM THE BUDGET WITH THE UNDERSTANDING THAT THEY COULD BE CONSIDERED FOR INCLUSION IN A FUTURE BUDGET AS FUNDS BECOME AVAILABLE. **THE MOTION CARRIED.**

ADOPT THE FINANCE DIRECTOR'S RECOMMENDATION FOR IMMEDIATE IMPLEMENTATION OF THE 3% REDUCTION MANDATE AS OUTLINED IN HIS MEMORANDUM DATED JANUARY 26, 2006 AND CONTAINED ON SCHEDULE I-A

A handout was distributed pertaining to the Senior Citizen Services Department, that had attached to it Option #2.

Mr. Diegel explained that until the Day Care issue is resolved, Ms. Willis has requested to switch the elimination of the Day Care Coordinator position and replace it with freezing the Typist I/II position. He asked that "Option 2" be included as part of the motion. There were no objections.

He informed Commissioners that the 42-1 District Court and District Court-Probation Department recommendations would be brought forth to the next meeting of this committee.

Commissioner Doherty asked Ms. Willis to check if there was already a rate increase for Adult Day Care.

After a brief discussion, the following action was taken:

COMMITTEE RECOMMENDATION – MOTION

A MOTION WAS MADE BY VOSBURG, SUPPORTED BY DUZYJ, TO RECOMMEND THAT THE BOARD OF COMMISSIONERS ADOPT THE FINANCE DIRECTOR'S RECOMMENDATION FOR IMMEDIATE IMPLEMENTATION OF THE 3% REDUCTION MANDATE AS OUTLINED IN HIS MEMORANDUM DATED JANUARY 26, 2006 AND CONTAINED ON SCHEDULE I-A. FURTHER, TO INCLUDE "OPTION 2" THAT WAS SUBMITTED BY MS. ANGELA WILLIS, DIRECTOR, SENIOR CITIZEN SERVICES DEPARTMENT.

Commissioner Szczepanski asked to **separate** the Office of Public Affairs budget from the list of recommendations.

Chair Kolakowski called for a vote on all of the recommendations, with the exception of

Office of Public Affairs, and **THE MOTION CARRIED.**

Separated item: Office of Public Affairs

Commissioner Szczepanski offered an Amendment to reduce the Office of Public Affairs budget to only Mr. Frame's maximum salary (\$79,749) and fringes. There was no support. Chair Kolakowski announced the motion died due to lack of support.

AMENDMENT

A MOTION WAS MADE BY BRANDENBURG, SUPPORTED BY SZCZEPANSKI, TO ELIMINATE THE OFFICE OF PUBLIC AFFAIRS FROM THE BUDGET.

Commissioners discussed the possibility of making adjustments to the Office of Public Affairs; narrowing the scope of Mr. Frame's responsibilities; moving him to a different department; changing his title to Public Affairs Coordinator or something else.

A ROLL CALL VOTE WAS TAKEN ON THE **AMENDMENT** AS FOLLOWS:

VOTING YES WERE BRANDENBURG, DeSAELE AND SZCZEPANSKI. THERE WERE 3 "YES" VOTES.

VOTING NO WERE BRDAK, BROWN, CROUCHMAN, DiMARIA, DOHERTY, DUZYJ, FLYNN, GIBSON, GIELEGHEM, HAGGERTY, KOLAKOWSKI, LUND, MIJAC, RENGERT, REVOIR, ROCCA, SAUGER, SLINDE, SWITALSKI, VOSBURG AND WHITE. THERE WERE 21 "NO" VOTES.

THE MOTION WAS DEFEATED.

MOTION

A motion was made by DiMaria, supported by Brandenburg, to **refer** the Office of Public Affairs to March's Budget Committee meeting.

Commissioner DiMaria thought Commissioners could define and/or redefine things in the Office of Public Affairs in March. He wanted to review that position's job responsibilities and job description.

Chair Kolakowski indicated that referral had nothing to do with the recommendation for a 3% reduction and that this matter should be brought before the Personnel Committee.

Chair Kolakowski called for a vote on the **motion to refer** and **The Motion was Defeated.**

Chair Kolakowski recalled that the motion to approve the 3% reduction from Office of Public Affairs was part of the original motion. She called for a vote to approve and **THE MOTION**

CARRIED.

Mr. Diegel informed Commissioners that his staff set up meetings with various department heads to redefine their 3% departmental reduction recommendations and he would be bringing them back to this committee one at a time.

Chair Kolakowski informed Commissioners that this committee would get back into the Discretionary Services Schedule at the February 15th meeting.

NEW BUSINESS

Commissioner Vosburg informed Commissioners that in this week's issue of Crain's it included information about the Tri-County area and that Macomb County was included in that information.

ADJOURNMENT

MOTION

A motion was made by Duzyj, supported by Rengert, to adjourn the meeting at 11:10 a.m.
The Motion Carried.

Denise M. Jacks
Committee Reporter