

FINANCE, PERSONNEL, & RULES COMMITTEE

February 26, 2024

9:00 AM

Meeting will be at the conference room at the Mason County Airport Terminal

- A. Roll Call**
- B. Approval of the Agenda**
- C. Approval of the Minutes**
- D. Reading of Correspondence**
- E. Limited Public Comments**
- F. Committee Work**
 - 1. Consideration of an agreement with Staircase Youth Services
 - 2. Consideration of a request for funds for a Senior Summit
- G. Limited Public Comments**
- H. Any other business**
- I. Adjournment**

Finance, Personnel, & Rules Committee Meeting
February 13, 2024
Mason County Airport

Commissioner Andersen called the Finance, Personnel, & Rules Committee Meeting (FPR) to order at 9:00 a.m. in the conference room of the Mason County Airport. Members present: Commissioners: Bacon, Andersen and Hull. Absent: None. Others present: Prosecutor Kreinbrink, Administrator Knizacky and Clerk Kelly. Public: Rita Copenhagen, Kathy Schindler, Tom Kalina, Jack Bulger arrived at 9:07 a.m. and then left.

Motion by Bacon and seconded by Hull to approve the agenda. Motion carried.

Motion by Hull and seconded by Bacon to approve the minutes of the January 30, 2024 meeting. Motion carried.

Correspondence: None.

Limited Public Comment: Kathy Schindler, Ludington, informed the Committee that she was here as a representative of the Friends of the Pool to save the pool at West Shore Community College. She thought the full Board would be meeting at 9 a.m. and was surprised that it was at 7 p.m. She additionally noted that she sits on the Conservation District Board and an email will be sent out for an invitation to a Dinner on March 7, 2024. She is also a member of the Friends of the State Park Group.

Committee Work:

Consideration of a request to compensate for unpaid vacation hours: Prosecutor Kreinbrink presented to review her request to compensate Beth Hand for the 96 hours of vacation time that was lost at the end of the 2023 calendar year due to lack of communication to employee to use the hours up or lose them. Discussion ensued on County Policy. Motion by Hull and seconded by Andersen to approve the request to re-instate the 96 hours of vacation time for Beth Hand contingent upon her using them prior to July 1, 2024 per County policy. AYES: Andersen, Hull. NAYS: Bacon. Motion carried.

Consideration of Finance, Personnel, and Rules Committee Transfers: Motion by Bacon and seconded by Hull to send the following transfers to the full Board for approval: Road Patrol-\$213,525.00; Jail Operations-\$168,250.00. Motion carried.

Consideration of a request for election overtime: Clerk Kelly reviewed the request to pay staff overtime for the upcoming Presidential Primary and not utilize compensation hours as this election is able to be billed out to the State. No more than 10 hours overtime per employee was requested. Motion by Hull and seconded by Bacon to send the Consideration of a request for election overtime to the full Board. Motion carried.

Review of the Public Improvement Fund balances: Administrator Knizacky reviewed the Public Improvement Fund Reserve breakdown report in detail. Noted were the two additions to the report for the Church land purchase and the Land Bank Security. Motion by Bacon and seconded by Hull to send the Public Improvement Fund Balances to the full Board. Motion carried.

Review of the Equipment Replacement Fund balances: Administrator Knizacky reviewed the Equipment Fund Reserve Breakdown for December 2023 in detail. Noted were two items that were added: the Register of Deeds Automation Fund and the Clerk Computer Equipment and Clerk Furniture request. Motion by Bacon and seconded by Hull to send the Equipment Replacement Fund balances to the full Board. Motion carried.

Limited Public Comment: None

Any other business: Clerk Kelly inquired of a transfer of sick hours request for staffing related to an unplanned surgery. Motion by Hull and seconded by Bacon to approve the request to donate sick time hours to Clerk Staff member Kayla Beaver. Motion carried.

Meeting adjourned at 9:19 a.m.



Cheryl Kelly, Clerk

An agreement has been made between Staircase Youth Services and the Mason County Juvenile Court. In the agreement, The Juvenile court agrees to forward \$35,000.00 a year for the purpose of additional funding to the Staircase Mentoring Program. The source of the money will be the Basic Grant, which is a \$50,000.00 yearly grant. In return, Staircase Youth Service will provide yearly mentoring services to approximately 60 – 75 kids a year within this program.

The court views this program as a way to strengthen our 1st offender program. The goal of the 1st offender program is to educate first time or young offenders and ultimately keep them from returning to court. Over 60 percent of the kids that enter the 1st offender program do so as a child of a single parent. Our hope is that the Staircase program will help fill the void within these kid's lives and ultimately provide enough support to keep them from re-offending.

- Staircase Youth Service has been involved with Mason County youth for 44 years
- All liability insurance is provided by Lentz / Bolder insurance company here in Ludington
- All programing will take place at Staircase Youth Services in Ludington
- Some money from this grant will help educate / recruit local mentors
- Money will also be used for specific programing cost
 - Incentives for kids
 - Additional education materials
 - Dial-a-Ride tokens

Respectfully Submitted,

Received By

Charles J. Gunsell
Court Administrator
Mason County Juvenile Court

Kerry VanHouten
Executive Director
Staircase Youth Services

Request for Funding: Senior Summit

May 10, 2024

Submitted by Susan Evans, Senior Services Coordinator

The purpose of this event is to share information and resources with each other about the programs each agency/organization provides for senior adults in Mason County. Lunch will be provided. Each representative will be asked to provide a few slides ahead of time featuring key points. After lunch we will share any future plans for changes in programming and brainstorming needs.

Lunch \$11 x 30	\$330
Handouts \$2 x 30	\$60

TOTAL EXPENSES	\$390
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Notes:

Seating available for 30

Save the Date sent 2/5, all positive responses

Lunch estimate from MCC Catering

Invitees are non-profits who serve Mason County Seniors

Airport conference room is tentatively reserved