



Shiawassee County Board of Commissioners

Agenda-Revised
Finance & Administration
June 11, 2018
5:15 p.m.

1. Call to Order.
2. Pledge of Allegiance.
3. Call to the Public - *Limited to 3 minutes per speaker.*
4. Consider authorizing Tim Hill, Building and Grounds Superintendent to increase the two seasonal employee's hours from 20 hours per week to 25 hours per week.
5. Consider authorizing the purchase of a 2014 Ford Explorer vehicle for Emergency Management, a replacement of the 2006 Tahoe, to be paid partially with the insurance payment in account 101-200-696.000 (approximately \$12,000), with the remaining \$7,000 from the general fund.
6. Consider authorizing the Circuit Court to hire a Deputy Court Administrator, Non-Rep Salary Grade 7, \$37,668 - \$48,963 (Starting: \$37,668 - \$43,326) to fill a longstanding vacancy. This action will not affect current budgeting for the Circuit Court because (1) by delegating some of the Court Administrator's duties to the Deputy Administrator, the Court will be able to access some \$15,000 in additional grant oversight fees, and (2) the Court intends to fill the deputy's vacancy by promotion of its ADR Clerk without backfilling.
7. Consider authorizing the Friend of the Court to hire a Conciliator, Circuit Court Salary Grade 7, \$40,040 - \$48,963 (Starting: \$40,040 - \$41,828) to fill a vacancy.

8. Consider authorizing the Clerk's Office to increase two of the Circuit Court Clerk's wages to be paid at a Salary Grade 03, 2-year level at an hourly rate of \$16.09 per hour. Effective beginning of pay period June 9, 2018 for clerk #1 and effective September 6, 2018 for clerk #2. To be paid from line item 101-215-702.000.
9. Consider adopting resolution #18-06-01 for acceptance of Michigan Department of Natural Resources Trust Fund Grant for Henderson Park Renovation Project.
10. Consider authorizing a contract between Shiawassee County and Owosso Engineering Services for the Henderson Park improvement project grant in the amount of \$29,100 (to be reimbursed to the County by the grant) for the period of 7/1/2018 – 6/30/2020 and authorize the Board Chair to execute all necessary documents.
11. Consider entering into a Letter of Engagement/Contract between Shiawassee County and Stevens, Kirinovic, & Tucker, P.C. (SK&T) for accounting and substantial other financial services, including to provide qualified personnel to serve as an interim Finance Director as detailed in the Letter of Engagement, and authorize the County Coordinator execute the Letter of Engagement as presented.
12. Authorize the Coordinator to seek qualified candidates for the position of Finance Director. Compensation for the position will be based on Non-Rep Salary Grade 12, \$60,569 - \$78,748, with both the starting and the top wage to be based upon qualifications and relevant experience.
13. Other Agenda Items.
14. Call to the Public - *Limited to 3 minutes per speaker.*
15. Adjournment.