

**FINANCE & ADMINISTRATION COMMITTEE  
MINUTES**

**DATE:** Monday, November 17, 2025

**TIME:** 5:00 p.m.

**PLACE:** Surbeck Building, Commissioner Chambers, Corunna

**MEMBERS PRESENT:** Chairperson Garber, Commissioners Howard and Johnson

**OTHERS PRESENT:** Commissioners Shepard, Holzhausen, Haley and Brodeur

The meeting was called to order by Chairperson Garber at 5:00 p.m. followed by the Pledge of Allegiance.

Call to the Public: No one responded.

Julie Sorenson, County Treasurer presented monthly report.

It was moved by Commissioner Howard, supported by Commissioner Johnson to move to the Wednesday Board of Commissioners meeting for consideration to approve the Shiawassee County Board of Commissioners Budget Resolution for Fiscal Year 2026 – First reading.

Pleasant View Administrator, Shana Espinoza gave update.

It was moved by Commissioner Howard, supported by Commissioner Johnson to move to the Wednesday Board of Commissioners meeting for consideration to confirm the appointment of Dr. Petra Rahaman as the Shiawassee County Medical Examiner under the contract between Shiawassee County and University of Michigan-Sparrow. Motion carried.

It was moved by Commissioner Howard, supported by Commissioner Johnson to move to the Wednesday Board of Commissioners meeting for consideration to approve Resolution #25-11-18 approving a Brownfield Plan for Corunna Flats Development, Corunna, Michigan, pursuant to and in accordance with the provisions of Act 381 of the Public Acts of the State of Michigan of 1996, as amended. Motion carried.

It was moved by Commissioner Johnson, supported by Chairperson Garber to move to the Wednesday Board of Commissioners meeting for consideration to approve the addition of a \$3 convenience fee for the purchase of online dog licenses as requested by the County Treasurer effective Dec. 1, 2025. Motion carried.

It was moved by Commissioner Howard, supported by Commissioner Johnson to move to the Wednesday Board of Commissioners meeting for consideration to approve the County Clerk's requested fee schedule effective January 1, 2026. Motion carried.

It was moved by Commissioner Johnson, supported by Chairperson Garber to move to the Wednesday Board of Commissioners meeting for consideration to approve the purchase and installation of a new HVAC system for the Shiawassee County Animal Control Facility not to exceed \$13,000. Motion carried.

Call to public: No one responded.

The meeting adjourned at 5:33 p.m.

---

Chairperson Cindy Garber  
Finance & Administration Committee

---

Caroline D. Wilson  
Shiawassee County Clerk

DRAFT