

**FINANCE & ADMINISTRATION COMMITTEE
MINUTES**

DATE: Monday, December 8, 2025

TIME: 5:00 p.m.

PLACE: Surbeck Building, Commissioner Chambers, Corunna

MEMBERS PRESENT: Chairperson Garber, Commissioners Johnson and Howard.

OTHERS PRESENT: Commissioners Shepard 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.

Pete Preston, Community Development Director presented monthly report.

It was moved by Commissioner Johnson, supported by Commissioner Howard to move to the Wednesday Board of Commissioners meeting for consideration to authorize the 2025 end-of-year budget adjustments as presented and authorize the County Administrator to make any needed additional end of year end budget adjustments to close out the 2025 budget. Motion carried.

It was moved by Commissioner Johnson, supported by Commissioner Howard to move to the Wednesday Board of Commissioners meeting for consideration to approve the 2026 budget Resolution #25-12-19 and adopt the 2026 budget as presented. 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 #25-12-20 for appointments to county advisory committees as recommended by the Board Chair. 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 holiday schedule and Board of Commissioner's meeting schedule as presented. Motion carried.

It was moved by Commissioner Johnson, supported by Commissioner Howard to move to the Wednesday Board of Commissioners meeting for consideration to approve the annual renewal with ZixArchive in an amount not to exceed \$11,029.66. Motion carried.

It was moved by Commissioner Johnson, supported by Commissioner Howard to move to the Wednesday Board of Commissioners meeting for consideration to approve the purchase of 155 Microsoft Office Business Licenses not to exceed \$37,306.95. Motion carried.

It was moved by Commissioner Johnson, supported by Commissioner Howard to move to the Wednesday Board of Commissioners meeting for consideration to accept the tentative wage re-opener agreement between AFSCME and

Shiawassee County for FY 2026. Motion carried.

It was moved by Commissioner Johnson, supported by Commissioner Howard to move to the Wednesday Board of Commissioners meeting for consideration to approve the Shiawassee County CDBG (Community Development Block Grant) Procurement Policy to comply with grant requirements. Motion carried.

It was moved by Commissioner Johnson, supported by Commissioner Howard to move to the Wednesday Board of Commissioners meeting for consideration to approve the contract for medical examiner services with Sparrow Hospital Association subject to revisions by county legal counsel. Motion carried.

Call to public: No one responded.

The meeting adjourned at 5:37 p.m.

 /s/ [Cindy Garber]
Chairperson Cindy Garber
Finance & Administration Committee

 /s/ [Caroline D. Wilson]
Caroline D. Wilson
Shiawassee County Clerk

FINAL