

Finance Committee Minutes

City Hall
Second Floor Conference Room

January 3, 2018

Call to Order:

The meeting was called to order by Council Member Sharp at 6:30 P.M.

Committee members present: Council Member Briner
 Council Member Dixon
 Council Member Sharp

Committee members absent: None

Also present were Bonnie Tew, Finance Director; Stephen M. French, City Clerk; Chris McArthur, BPU Interim Director; Mr. Jack McLain; Penny Swan.

NEW BUSINESS

A. Bills Payable for BPU

Council Member Dixon requested information regarding:

1. The payments to Priority Health and Sun Life Insurance. Finance Director Tew explained the Priority Health payment was for employee health insurance and Sun Life Insurance was for disability and life insurance coverages.
2. The \$15,000.00 payment to the Economic Development Partnership. Finance Director Tew stated this payment was paid by the BPU for the county-wide economic development program in Hillsdale County.
3. The multiple payments to Fleis and VandenBrink. Finance Director Tew stated the payments were for different projects, including the Infrastructure Capacity Enhancement (ICE) grant and engineering for a water main break on Arbor Drive.
4. The approximate \$3,800 payments to Michigan South Central Power Authority. Interim Director McArthur stated the payments were for gas used during the testing of the two engines at the power plant during monthly cycles.
5. The refund to Gleis's Greenhouses in the amount of \$936.00. Interim Director McArthur stated these types of refunds were necessary when the greenhouse temporarily shuttered growing areas during the non-growing periods.

Council Member Briner requested information on the payment of \$420.00 to Etna Corporation. Interim Director McArthur stated the charges were for replacement parts for fire hydrants.

Council Member Briner, seconded by Council Member Dixon moved to approve the BPU bills payable as submitted. By a voice vote, the motion passed unanimously.

B. Bills Payable for the City of Hillsdale

Council Member Dixon requested information on the payments to Borck's Outdoor Service for lawn maintenance, especially in lieu of the winter season. Finance Director Tew reported the vendor had requested the contract amount be paid over an equal 12-month period, even though the contract work had been completed during the non-winter months of the year.

Council Member Dixon also requested information on the payment to Manpower of Lansing. Finance Director Tew stated the payments were made for temporary employees who performed labor for the Department of Public Services (DPS) including lawn mowing, trash collection, and the fall leaf collection program.

Council Member Briner requested information on the charges paid to Fleis and VandenBrink in the amount of \$29,000.00. Finance Director Tew stated the majority of those charges were for the engineering costs associated with the street preservation contract for 2017.

Council Member Briner, seconded by Council Member Dixon moved to approve the city's bills payable as submitted. By a voice vote, the motion passed unanimously.

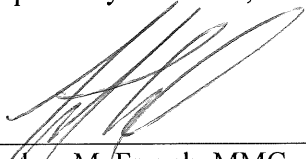
Public Comments

No public comments were received.

Adjournment

The meeting adjourned at 6:44 p.m.

Respectfully submitted,



Stephen M. French, MMC
City Clerk