

**FIREKEEPERS LOCAL REVENUE SHARING BOARD  
MEETING MINUTES  
SEPTEMBER 23, 2011**

The meeting of the FireKeepers Local Revenue Sharing Board was called to order at 9:15 a.m. by Chairman Moore.

**1. Roll Call**

Present: Mark Behnke, Calhoun County; Chuck Henrich, Emmett Charter Township; Jamie Stuck, Nottawaseppi Huron Band of the Potawatomi; Greg Moore, Athens Township; Jim Dyer, City of Marshall; Ken Tsuchiyama, City of Battle Creek.

Also Present: Kelli Scott, Calhoun County Administrator/Controller; Richard Lindsey, Calhoun County Corporation Counsel; Christine McComb, Calhoun County Administration.

**2. Approval of Agenda**

***Motion by Member Dyer, supported by Member Stuck, to approve the September 23, 2011 agenda as presented.***

**Voice Vote. Motion Carried.**

**3. Consent Agenda**

***Motion by Member Behnke, supported by Member Henrich, to approve the Consent Agenda as presented.***

**Voice Vote. Motion Carried.**

**4. Public Comment**

There was none.

**5. Old Business**

**5a. Discussion of Letterhead**

Member Stuck will follow up.

**5b. Discussion of Fiscal Policy/Audit Issues**

A/C Scott stated she had looked at the State's requirements for an investment policy then looked at the State Department of Treasury policy. The County Treasurer is, by law, the fund holder for the FLRSB. The State requires a statement of purpose, investment objectives (safety, diversification, liquidity and return on investments), delegation of authority and a list of authorized investments. The policy will include how funds are received in the purpose section, as well as what was received and how much was earned since received. Also included will be performance monitoring with the Treasurer reporting to the Board where the funds are placed and there will be an annual reconciliation to the budget. Scott will prepare a draft policy and Bill Brooks will review on behalf of the tribe.

Member Dyer feels there needs to be a standardized form for approving invoices. As treasurer he would feel more comfortable if there was a check requisition form for issuing payments.

**5c. Approval of payment of storm related clean-up costs from Tier 4 funds**

Scott stated the mutual aid organizations (the Cities of Charlotte, Kalamazoo, Springfield and Coldwater) were brought in by the City of Battle Creek so the invoices were sent to the city. Battle Creek paid all of the invoices, totaling \$49,457.38. The FLRSB allocated up to \$45,000 for storm cleanup at the last meeting.

Member Dyer stated the \$45,000 was a best estimate but they didn't feel it was necessary to limit it. The purpose of the motion was to reimburse an entity that paid others to come to our assistance. Most of the local entities that were affected by the storms were reimbursed something from the State.

Member Tsuchiyama stated most of the work done by the mutual aid entities was in Emmett Township but they sent their invoices to the City of Battle Creek.

The Board discussed the local entities (mainly Emmett Township) still having more clean up to do.

Scott stated there is approximately \$25,000 left over in the fund. She met with Emmett Township and the Road Commission and it was decided that when the Road Commission gets their \$30,000 from the State they will do more work in Emmett Township. Emmett has committed to more work as well. MDOT will do the clean up along Michigan Avenue because it's a State road.

**Motion by Member Henrich, supported by Member Stuck, to authorize the Treasurer to cut a check in the amount of \$49,457.38 to the City of Battle Creek as reimbursement for invoices paid for mutual aid in storm response cleanup.**

**Roll call vote (Yes – 6; No – 0). Motion carried**

**5d. Set Additional Meetings as Required**

The Board agreed their next meeting will be held on January 13, 2012 at 8:30 a.m. in the Law Library, Room 3-700.

**6. Adjournment**

Chairman Moore adjourned the meeting at 9:55 a.m.