

**ARPA Funds Committee**  
**Meeting Minutes**  
**November 16, 2021 at 11:00 a.m.**  
**60 W. Sanilac Room 105, Sandusky 48471**

Committee Members Present: Finance Chairman Jon Block, Finance Director Kristy Bender, BOC Chairman Gary Heberling and Administrator/Controller Tara Griffith.  
Absent: Treasurer Trudy Bowers

Guest Speakers via Zoom: iParametrics Consulting: Jeff Stevens and Ben Redifer.

Additional Public Representatives Present: Health Officer Bryant Wilke, Village of Peck Tim Heiden, and Flynn Township Robert Vinande.

Meeting called to order at 11:03 a.m.

**1. Adoption of Agenda**

**MOVED BY COMMISSIONER HEBERLING AND SECONDED BY COMMISSIONER BLOCK THAT WE ADOPT THE AGENDA, AS PRINTED.** Motion carried.

**2. Approval of Minutes**

**MOVED BY COMMISSIONER HEBERLING AND SECONDED BY FINANCE DIRECTOR BENDER THAT WE APPROVE THE MINUTES OF OCTOBER 19, 2021, AS PRINTED.** Motion carried.

**New Business Items:**

- a. Review Revenue Loss Calculation for 2021: Ben Redifer reported the revenue loss calculation was estimated at \$6 million for 2020 and 2021, with \$2.4 million for 2020. 2021 estimate would be finalized by March, 2022. Based upon a \$2 million estimate per year, for 4 years, it is likely the entire ARPA funds can be freed up to utilize towards government services.

Discussion was held regarding utilizing funds in specific allowable spending categories whenever possible, to provide some safety in case all of the ARPA funds aren't able to be freed up through the revenue loss calculation. Items such as the consulting fees, HVAC upgrades and the Court mi-file upgrade were discussed as being eligible expenditures outside of the revenue loss calculation.

- b. Strategic Plan: Discussion held on how to allocate funds and what to take care of first. With departments having enough need to spend the funding 2-3 times, it

was determined the focus of spending would be solely for County Departments. The thought process behind this determination is that focusing on infrastructure projects would benefit the County residents for years to come, and potentially alleviate a burden of seeking assistance of the tax payers to cover projects through special millages. In addition, it was noted that businesses benefited from various government programming, such as the PPP Loans. If ARPA funds were offered back to local businesses, it may only be the same pool of business owners who have already benefited through those programs for businesses, seeking funding from the County.

Initial thought process with strategy is to determine a process allowing any County department to participate, and provide an equal opportunity through a specific timeframe of accepting proposals as well as specific grading criteria of submitted proposals. Projects could then be awarded based upon the graded criteria.

IParametrics is going to assist with developing the application to solicit proposals from departments. The thought is to review the proposed application at the December meeting, launch the idea to departments, and provide a window of 2-3 months for completion of the application.

c. Public Comments

Question and Answer session was held throughout meeting to allow for guests to inquire on specific projects, the revenue loss calculation and other items related to the American Rescue Plan.

d. Adjournment at 11:57 a.m.

Next Meeting: Tuesday, December 21, 2021 at 11:00 a.m.