

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

November 7, 2013

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, November 7, 2013 at the Chippewa County Courthouse in Sault Ste. Marie, Michigan. Chairman Cooper called the meeting to order at 5:00 p.m. with a quorum present.

MEMBERS PRESENT: Don Cooper, Scott Shackleton, George Kinsella, Don McLean and Ted Postula

MEMBERS ABSENT: None

OTHERS PRESENT: Kathy Noel, Margie Hank, Paul Stanaway, Sharon Kennedy, Debbie Sirk, Jim German and Kelly Church

Additions / Deletions to the Agenda

None

Approval of the Agenda

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve the agenda as presented. On a voice vote, the motion CARRIED.

Public Comment

None

Correspondence and Informational Items

The Committee received the monthly Treasurer's report, monthly travel report and the new report regarding the Administrative credit card.

AGENDA ITEMS

OPEB Analysis

The Committee received the written proposal that were requested and reviewed by the Committee; proposals were received from MERS, Burnham & Flowers, per the Committee's request and a third proposal was received from LPL, a local firm. A discussion ensued.

It was moved by Commissioner Shackleton, supported by Commissioner McLean, to have an analysis of the long term growth and the expenses associated with the trust and to find out the cost of having an independent trust agreement written. On a voice vote, the motion CARRIED.

Correctional Healthcare Companies – Annual contract – 2.5% increase

The Committee received and reviewed the price quote for continued Healthcare Services for the term October 3, 2013 to October 2, 2014 from Correctional Healthcare Companies which included a 2 ½ % increase. The monthly increase in charges from \$12,476.64 to \$12,788.56 per month (total annual cost \$153,462.72). Discussion included the need for bidding out the services, the savings from having CHC on contract, with a reduction in the lawsuits, reducing hospital runs, and manpower hours at the hospital.

It was moved by Commissioner Shackleton, supported by Commissioner Kinsella, to approve the renewal contract with Correctional Healthcare Companies, for the term October 3, 2013 to October 2, 2014, at the annual rate of \$153,462.72, which includes the 2 1/2% monthly increase of \$311.92, for a monthly total due of \$12,788.56. On a voice vote, the motion CARRIED 4-1, with Commissioner Cooper voting nay.

Medical Care Access Coalition & Chippewa County Health Department

The Committee received an Agreement for Services between Medical Care Access Coalitions, Inc. and the Chippewa County Health Department, to provide health care services to indigent individuals unable to pay for services per the scope of services and to provide Administrative services to the Corporation in the operation of the Program.

It was moved by Commissioner Postula, supported by Commissioner McLean, to approve the Agreement for Services between Medical Care Access Coalition, Inc. and Chippewa County Health Department, to provide services to indigent individuals and to provide Administrative services to the Corporation in the operation of the Program. On a voice vote, the motion CARRIED.

2014 Borrowing Resolution

The Committee reviewed the 2014 Borrowing Resolution to authorize the County to establish a fund, in whole or in part from borrowed proceeds, to pay local taxing units within the County their respective shares of delinquent ad valorem real property taxes in anticipation of the collection of those taxes by the County Treasurer.

It was moved by Commissioner Shackleton, supported by Commissioner Postula, to approve the 2014 Borrowing Resolution to go to the full Board for approval. On a voice vote, the motion CARRIED 4-1, with Commissioner Cooper voting nay.

Snow Plowing Bids – 911 Center

The Committee received and reviewed the two bids that were received for snow plowing services at the Central Dispatch Center ó Kincheloe, both bids met specifications.

It was moved by Commissioner Kinsella, supported by Commissioner Postula, to approve the low bid from Jack Pine Services, for the snow plowing services at the Central Dispatch Center in the amount of \$3,000 for the 2013-2014 season. On a voice vote, the motion CARRIED.

Snow Plowing & Removal Bids

The Committee received and reviewed the two bids that were received for the snow plowing and removal services for the 2013-2014 season, for the County Building, the Animal Control Shelter and the Courthouse Parking Lot, both bids met specifications for the three locations.

County Building

It was moved by Commissioner Shackleton, supported by Commissioner Kinsella, to approve the low bid from Norris Contracting Inc., for the snow plowing and removal services at the County building in the amount of \$2,000 for the 2013-2014 season. On a voice vote, the motion CARRIED.

Animal Control Shelter

It was moved by Commissioner Postula, supported by Commissioner McLean, to approve the low bid from Molitor & Son Excavating for the snow plowing services at the Chippewa County Animal Control Shelter in the amount of \$1,400 for the 2013-2014 season. On a voice vote, the motion CARRIED.

Courthouse Parking Lot

It was moved by Commissioner Shackleton, supported by Commissioner Kinsella, to approve the low bid from Norris Contracting, Inc., for the snow plowing and removal services for the Courthouse Parking Lot in the amount of \$2,500 for the 2013-2014 season. On a voice vote, the motion CARRIED.

FINANCE

Claims and Accounts

The Committee reviewed the bills and payroll presented for approval.

It was moved by Commissioner Kinsella , supported by Commissioner Shackleton , to recommend the approval of the general claims totaling \$212,060.63 other fund claims \$248,096.40 payroll \$431,927.73 and Health Department claims \$469,653.07 total claims \$1,361,737.83 and voucher H-1 through H-319. On a voice vote, the motion CARRIED.

Budget Adjustments

			Original Budget	Amended Budget	Change			
Revenue								
101-000-571-000	General Fund	Tourism & Conv. Facility	230,000.00	295,000.00	65,000.00	Additional Revenue Received		
216-000-676-000	Community Service Fund	Reimbursements	25,000.00	31,000.00	6,000.00	Increase Revenue = Expense		
232-000-401-200	Office of Community Svc	Revenue - Tether	40,000.00	60,000.00	20,000.00	Increase Revenue = Expense		
266-000-523-000	Sheriff Park Patrol	Federal Sources	2,200.00	2,437.00	237.00	Increase Revenue = Expense		
Expenditures								
101-136-805-000	General Fund	District Court Jury	5,000.00	7,000.00	2,000.00	Additional Jury's		
101-275-715-000	General Fund	Drain Commissioner Fringes	263.00	7,763.00	7,500.00	Health Insurance		
101-631-701-000	General Fund	Substance Abuse	115,000.00	147,500.00	32,500.00	Increase Additional Fees Received		
101-681-704-000	General Fund	Veteran's Affairs Salaries	40,695.72	48,895.72	8,200.00	Staff Change		
101-878-701-000	General Fund	Legal	7,500.00	15,000.00	7,500.00	Additional Legal		
216-000-704-000	Community Service Fund	Salaries	20,500.00	26,000.00	5,500.00	Increase Revenue = Expense		
216-000-715-000	Community Service Fund	Fringes	2,500.00	3,000.00	500.00	Increase Revenue = Expense		
232-000-704-200	Office of Community Svc	Salaries	26,941.20	39,441.20	12,500.00	Increase Revenue = Expense		
232-000-742-000	Office of Community Svc	Vehicle Gas/Oil/Maint	3,000.00	4,500.00	1,500.00	Increase Revenue = Expense		
232-000-941.200	Office of Community Svc	Rent Tether Monitoring Units	24,000.00	30,000.00	6,000.00	Increase Revenue = Expense		
266-000-706-000	Sheriff Park Patrol	Salaries	1,800.00	1,870.00	70.00	Increase Revenue = Expense		
266-000-715-000	Sheriff Park Patrol	Fringes	400.00	567.00	167.00	Increase Revenue = Expense		

It was moved by Commissioner Shackleton, supported by Commissioner McLean, to approve the budget adjustments as presented. On a voice vote, the motion CARRIED.

December Finance & Regular Meetings

It was discussed by the Committee, to change the Finance and Regular Board meeting dates by one week, to help with the year-end financials. The dates would be December 12th for Finance and December 16th for the Board.

Committee and Chairman's Comments

No additional comments were offered by the Committee or by the Chairman.

Adjourn

It was moved by Commissioner Shackleton, supported by Commissioner Postula, to adjourn the meeting.

Chairman Cooper declared the meeting adjourned at 5:30 p.m.

Kelly J. Church, Deputy Administrator

Don Cooper, Chairman