

# FINANCE, CLAIMS AND ACCOUNTS COMMITTEE

## MEETING MINUTES

November 6, 2014

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, November 6th, 2014 at the Chippewa County Courthouse in Sault Ste. Marie, Michigan. Chairman Cooper called the meeting to order at 4:10 p.m. with a quorum present.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Margie Hank, Sharon Kennedy, Brandon Derenzy, Jim German and Kelly Church

### Approval of the Agenda

It was moved by Commissioner McLean supported by Commissioner Postula, to approve the agenda as amended, adding 4) Kinross Township request and 5) FY2015 budget. On a voice vote, the motion CARRIED.

### Public Comment

No Comments were offered.

### Correspondence and Informational Items

The Committee received the Treasurer's investment report, the monthly travel report, the October Visa billing statement for review, the MERS – Retiree Health Funding 3<sup>rd</sup> Quarter statement and EUP Hospice Services 2% Funds notification.

### AGENDA ITEMS

#### MSHDA – Third Party Administrator Management Plan – Approval

The Committee received and reviewed the Michigan State Housing Development Authority – Office of Community Development 'Third Party Administrator Management Plan' – this management plan is between Chippewa County and Chippewa-Luce-Mackinac Community Action Human Resource Authority, Inc. and is an essential element of running a successful housing program.

It was moved by Commissioner McLean, supported by Commissioner Kinsella, to approve Michigan State Housing Development Authority – Office of Community Development 'Third Party Administrator Management Plan' between Chippewa County and the C-L-M Community Action Human Resources Authority, Inc. as presented. On a voice vote, the motion CARRIED.

#### 2015 Borrowing Resolution – (For Review will be on Board Agenda)

The Committee we notified that the annual Delinquent Taxes Borrowing Resolution would be on the agenda for the Regular Meeting schedule for Monday, November 10, 2014. No action was taken.

### Bid Approvals

#### Electrical Updates

The Committee received the electrical updates bid summary – two bids were received timely and met bid specifications.

It was moved by Commissioner McLean, supported by Commissioner Kinsella, to approve the low bid of \$5,500.00 for Electrical Updates from Roy Electric Company. On a voice vote, the motion CARRIED.

### **Snow Plowing and Removal**

#### **Animal Control Shelter**

The Committee received and reviewed the bid summaries for the snow plowing and removal services for the Animal Control Shelter, the County Building, the Courthouse Parking Lot and for the Emergency Services 9-1-1 Center. Three bids were received and met the specifications and were timely.

It was moved by Commissioner Kinsella, supported by Commissioner Shackleton, to approve the low bid from Molitor & Son Excavating in the annual amount of \$1,600.00 for the snow plowing at the Animal Control Shelter. On a voice vote, the motion CARRIED.

It was moved by Commissioner Postula, supported by Commissioner Kinsella, to approve the low bids from Norris Contracting, Inc. in the annual amount of \$2,500 for snow plowing and removal at the Chippewa County Building and the low bid of \$2,500.00 annually for snow plowing and removal for the Courthouse Parking Lot. On a voice vote, the motion CARRIED.

It was moved by Commissioner Postula, supported by Commissioner McLean, to approve the low bid from Frontier Contracting LLC in the annual amount of \$3,500.00 for the snow plowing at the 9-1-1 Center – Kincheloe. On a voice vote, the motion CARRIED.

### **Kinross Charter Township**

The Committee received and reviewed a request for \$12,000.00 from Kinross Charter Township, to recover the outside of the 4-H building, Kinross will match the funds and coordinate the work. Discussion followed.

It was moved by Commissioner Kinsella, supported by Commissioner McLean, to approve the \$12,000.00 donation request from Kinross Charter Township for the 4-H Building recovering. On a voice vote, the motion FAILED. (2-3 Commissioners Postula, Shackleton and Cooper voting nay).

### **FY2015 Budget**

The Committee discussed the earlier FY2015 Budget Workshop meeting and reviewed the items to consider to balance the FY2015 budget. Discussion followed including GIS: parcel mapping, rural platted parcels, and the GIS Planning.

It was moved by Commissioner Shackleton, supported by Commissioner McLean, to add the school liaison officer (\$70,000.00) and the Regional Planning GIS (\$25,000.00) back into the budget, and reducing the Commissioners line item for health insurance coverage (\$35,928), balancing the budget with a \$13,550.55 fund balance for FY2015. 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 Postula, supported by Commissioner Kinsella, to recommend the approval of the general claims totaling \$281,918.41, other fund claims \$456,769.61, payroll \$658,182.05 and Health Department claims \$571,168.25 and total claims \$1,968,138.32 and vouchers H-1 through H-330. On a voice vote, the motion CARRIED.

**Committee and Chairman's Comments**

No additional comments were offered.

**Adjourn**

**It was moved by Commissioner Kinsella, supported by Commissioner McLean, to adjourn the meeting.**

Chairman Cooper declared the meeting adjourned at 4:42 p.m.

  
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Kelly Church, Deputy Administrator

  
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Don Cooper, Chairman