

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

December 17, 2015

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, December 17th, 2015 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Martin called the meeting to order at 5:30 p.m. with a quorum present.

MEMBERS PRESENT: Jim Martin, Scott Shackleton, Conor Egan and Rudy Johnson

MEMBERS ABSENT: Don McLean

OTHERS PRESENT: Margie Hank, Jim German and Kelly Church

Approval of the Agenda

It was moved by Commissioner Shackleton, supported by Commissioner Johnson, to approve the agenda as provided. On a voice vote, the motion CARRIED.

Public Comment

No public comment was offered.

Correspondence and Informational Items

The Committee received the Treasurer's Investment reports, monthly travel report and the November Visa billing statement.

AGENDA ITEMS

50th Circuit Drug Court - contracts

The Committee reviewed three contracts associated with the 50th Circuit Drug Court with the Sheriff's Department for electronic monitoring; with Great Lakes Recovery, Inc. for counseling and testing and with Project Consultant Services for program services, all contracts run from October 1, 2015 through September 30, 2016, which is the same time frame as the Drug Court Grant.

It was moved by Commissioner Johnson, supported by Commissioner Egan, to approve the three drug court contracts as follows:

- Chippewa County Sheriff's Department – electronic monitoring – not exceed \$1,575
- Great lake Recovery, Inc. – counseling/testing – Not to exceed \$16,950
- Project Consultant Services – case management – \$42,500 or the total amount approved for these case management services in the Alcohol Highway Safety Grant.

All contract run from October 1, 2015 through September 30, 2016. On a voice vote, the motion was CARRIED.

Animal Control Shelter soundproofing project

The Committee reviewed a letter and bid from Shelter Manager Holly Henderson, requested a sound silencing project be completed by Belk Contracting, LLC at the cost of \$16,999.00, with the project being paid from Fund 285 Donations and to waive the bidding policy as it has taken several month to locate anyone willing to do the project. This project will sound proof the entire back, put in a two sets of doors that will separate the hallway from the cats that are in the hallway; the walls will also be waterproofed.

It was moved by Commissioner Egan, supported by Commissioner Johnson, to approve the bid from Belk Contracting, LLC in the amount of \$16,999.00 for the Animal Shelter to sound proof the entire back, put in a two sets of doors that will separate the hallway from the cats that are in the hallway; the walls will also be waterproofed, and to waive the County's bid policy. On a voice vote, the motion was CARRIED.

MOU with CCHD – Operation of a Closed Point of Dispensing

The Committee reviewed a request from the Chippewa County Health Department's Emergency Preparedness coordinator Trevor Quinlan, to establish a Memorandum of Understanding between CCHD and the County, for use of the County Building as a pick up and to dispense vaccinations, medications, or other medical materials during a widespread public health emergency.

It was moved by Commissioner Shackleton, supported by Commissioners Johnson, to authorize the MOU between the Chippewa County Health Department and the County authorizing the use of the County building as a pick up and/or dispensing point during a widespread public emergency. On a voice vote, the motion CARRIED.

Chippewa County Remonumentation 2016 Grant Application

The Committee reviewed the 2016 Remonumentation Grant Application along with the maps showing the areas that will be completed in 2016, the grant allocation being \$89,698 plus the County's allocation of \$15,000 for a total Remonumentation Program for 2016 in the amount of \$104,698.

It was moved by Commissioner Shackleton, supported by Commissioner Johnson, to approve and authorize the signatures for the 2016 Chippewa County Remonumentation Program for \$104,698, the grant allocation shows the County receiving \$89,698 from the State of Michigan towards the program. On a voice vote, the motion CARRIED.

Third Party Administration for MSHDA CDBG Home Improvement Program

The Committee reviewed the Request for Proposal for Grant Administration Services for the Michigan Community Development Block Grant; one bid was received from CLM Community Action Human Resource Authority, Inc., who stated their direct service billings will not exceed approved administration fee of \$22,593.60 for the MSHDA Small Cities Grant Application for \$124,520.

It was moved by Commissioner Egan, supported by Commissioner Johnson, to approve the bid from CLM Community Action Human Resource authority, Inc., to administer the Community Development Block Grant Program for an amount not to exceed \$22,593.60. On a voice vote, the motion CARRIED.

MMRMA Policy Renewal

The Committee reviewed the proposed contribution for FY2016 for the County's Property and Liability Insurance including the Chippewa County Health Department. Due to the County's outstanding reserves within our Self-Insured Retention of \$331,321.75, the under writers have increase the County member loss fund deposit to \$50,000; in the past it has been \$10,000. – Total premium for the year is proposed at \$244,839.

It was moved by Commissioner Shackleton, supported by Commissioner Johnson, to approve the full amount of the proposed premium in the amount of \$244,839 to MMRMA for the County's FY2016 Property and Liability Insurance, and to authorize Administration to negotiate a lower loss fund deposit, if possible. On a voice vote, the motion CARRIED.

Note**The premium total cost was reduced to \$229,839.

FINANCE

Claims and Accounts

The Committee reviewed the bills and payroll presented for approval.

It was moved by Commissioner Egan, supported by Commissioner Shackleton, to recommend the approval of November bills and payroll as follow: the general claims totaling \$185,354.19, other fund claims \$678,718.96, payroll \$456,633.82, Health Department claims \$571,499.42 and total claims \$1,892,206.39 and vouchers H-1 through H-258. On a voice vote, the motion CARRIED.

Budget Amendment

The Committee reviewed the year end budget amendments.

It was moved by Commissioner Johnson, supported by Commissioner Shackleton, to approve the year-end budget amendments as presented. On a voice vote, the motion CARRIED.

Committee Comments

The Committee briefly talked about the process of the voting for Monday night's Board meeting, including make the appointment to the Superior District Library, this month; setting up the Organizational meeting and the meeting times for FY2016.

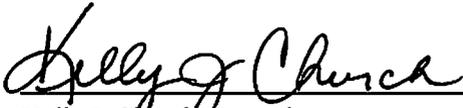
Chairman's Comments

Chairman Martin briefly discussed Lansing establishing speed limits.

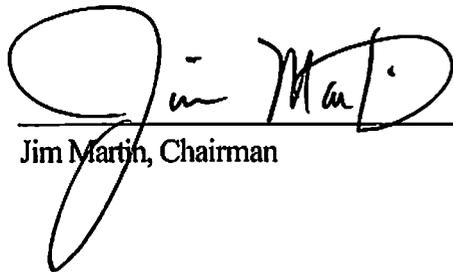
Adjourn

It was moved by Commissioner Johnson, supported by Commissioner Egan, to adjourn the meeting.

Chairman Martin declared the meeting adjourned at 6:03 p.m.



Kelly J. Church, Recorder



Jim Martin, Chairman