

# **FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES**

**July 7, 2016**

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, July 7, 2016 at the Chippewa County Courthouse 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, Don McLean, Conor Egan and Rudy Johnson

**MEMBERS ABSENT:** Scott Shackleton

**OTHERS PRESENT:** Jim German and Kelly Church

## **Approval of the Agenda**

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

## **Public Comment**

No public comment was offered.

## **Correspondence and Informational Items**

The Committee received the monthly Treasurer's Investment report, the monthly travel report and the monthly Visa billing statement. Discussion regarding the investments took place regarding only having local investments, the statute regarding Treasurer responsibilities, policies and due diligence.

## **AGENDA ITEMS**

### **MSP-Emergency Management and Homeland Security Grant - \$21,210.00 - Approve**

The Committee reviewed the Michigan State Police – Emergency Management and Homeland Security Division's Emergency Management Performance Grant for the period 10/1/2015 to 9/30/2016 in the amount of \$21,210.00. The 2016 EMPG allocation is 35.6931% of the Subrecipient's emergency program manager's salary and fringe benefits. The FY206 EMPG program has a 50% cost match (cash or in-kind) requirement.

**It was moved by Commissioner Egan, supported by Commissioner McLean, to accept and approve the MSP-Emergency Management Performance Grant allocation of \$21,210.00. On a voice vote, the motion CARRIED.**

### **FY17 Liquor Tax Funds Request – NorthCare Network – Approve & Authorize**

The Committee reviewed the letter from NorthCare Network, regarding its Substance Use Disorder services in the Upper Peninsula, including prevention, recovery and treatment services in Chippewa County funded with a portion of the liquor tax monies received from the County. NorthCare is seeking a renewal request for FY17 for services, the approved amount from FY16 was \$163,521. The Committee briefly discussed Liquor Tax Funds, with regards to a change in the formula and proceeds paying for COBO Hall.

**It was moved by Commissioner McLean, supported by Commissioner Johnson, to approve and authorize renewal of FY17, to match the FY16 level of at a minimum \$163,521 for services provided by NorthCare Network and following the Substance Use Disorder services policies. On a voice vote, the motion CARRIED.**

### **2016 Officer Delegate Certification Form – Authorize Administration**

The Committee was asked by Administration for authorization to appoint the Administrator or the Deputy Administrator as the Officer Delegate for the MERS Annual Conference being held in September. Attendance will be based on the agenda of the conference.

It was moved by Commissioner McLean, supported by Commissioner Johnson, to authorize Administration to determine the 2016 Officer Delegate for the September MERS Annual Conference. On a voice vote, the motion CARRIED.

### **Approve Quotations from Positive Energy and waive County Purchasing Policy**

The Committee reviewed the County Building (325 Court Street) quote, for these lights there is a four-year return based on the monthly estimated savings provided, once the four hundred plus lights are upgraded, with a \$6,712.00 rebate potential.

It was moved by Commissioner McLean, supported by Commissioner Egan, to approve the quote for the Chippewa County Building (325 Court Street) Lighting from Positive Energy at the cost of \$39,005.90, with an approximate four year return on the change, with an estimated rebate of \$6,712.00, and to waive the County Purchasing Policy. On a voice vote, the motion was CARRIED.

### **Health Care – Medicare Advantage change for Employees & Retirees – Select & Approve**

The Committee was updated on the proposed change for Chippewa County Retirees and their dependents to Medicare Advantage. Documentation has been provided to all employees and retirees, so that questions could be answered, including two meetings offered for all to attend with a Blue Cross Blue Shield Representative to go over the plan. Medicare Advantage should enhance the current coverages for the employees, save money at the County level, with one exception on specific specialty prescriptions.

It was moved by Commissioner McLean, supported by Commissioner Johnson, to formally approve the County's switching to the BC/BS Medicare Advantage plan effective January 1, 2017. On a voice vote, the motion CARRIED.

### **Building, Grounds and Jail, Legislative and Natural Resources and Information Technology motion**

The Committee reviewed and discussed a motion from the June 30<sup>th</sup> meeting, regarding hiring an architectural engineer to proceed with designs and bidding services to replace the Courthouse roof. No action was taken as the Committee received additional information, including the possibilities of the Michigan Historical Society being able to provide assistance via engineering, as well as, and the need to bid out the engineering portion of the project, as well as, time limits for the construction season. **No Action was taken.**

## **FINANCE**

### **Claims and Accounts**

The Committee reviewed the bills and payroll presented for approval.

It was moved by Commissioner Egan, supported by Commissioner McLean, to recommend the approval of June bills and payroll as follow: the general claims totaling \$357,279.03, other fund claims \$756,580.22, payroll \$442,047.30, Health Department claims \$474,698.80; total claims \$2,030,605.35 and vouchers H-1 through H-288. On a voice vote, the motion CARRIED.

### **Audit Amendments – Beginning Fund Balances to Audit**

It was moved by Commissioner Johnson, supported by Commissioner McLean, to approve the beginning fund balances as presented from the FY2015 Audit. On a voice vote, the motion was CARRIED. (See attached)

**Budget Amendments**

It was moved by Commissioner Johnson, supported by Commissioner Egan, to approve the budget amendments as presented for FY2016. On a voice vote, the motion was CARRIED. (See attached)

**Committee Comments**

Commissioner Egan brought up discussion regarding a potential Internal Control Audit, so that the County can better function, to make Administrations job easier - discussion followed including researching the cost and benefits of an Internal Controls Audit.

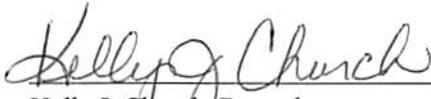
**Chairman's Comments**

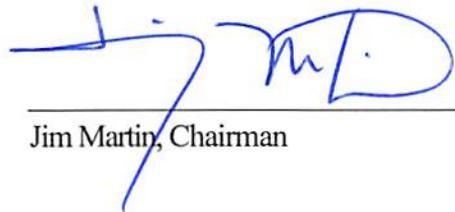
The Chairman discussed the proposed change to the County's Resolution 15-37 Supporting Safe operations of "Line 5"; and wanting the crude oil out of Line 5 and getting information out to the public, once the third party independent study is completed on the conditions of the line. An updated resolution will be offered at the regular Board meeting scheduled for Thursday, July 15, 2016.

**Adjourn**

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

Chairman Martin declared the meeting adjourned at 6:35 p.m.

  
\_\_\_\_\_  
Kelly J. Church, Recorder

  
\_\_\_\_\_  
Jim Martin, Chairman

7/11/2016		Chippewa County			
		Budget Amendments			
		Beginning Fund Balances			
			Original Budget	Amended Budget	Change
101-000-390-000			4,028,928.00	3,759,455.40	(269,472.60)
145-000-390-000			9,161.00	12,203.49	3,042.49
152-000-390-000			10,207.00	81,818.01	71,611.01
166-000-390-000			180.00	150.00	(30.00)
210-000-390-000			610.00	618.05	8.05
211-000-390-000			94,957.00	78,053.45	(16,903.55)
215-000-390-000			73,260.00	90,484.68	17,224.68
216-000-390-000			5,731.00	6,654.60	923.60
225-000-390-000			655,891.00	683,374.73	27,483.73
226-000-390-000			150,000.00	196,673.47	46,673.47
229-000-390-000			29,866.00	39,924.91	10,058.91
230-000-390-000			269,032.00	181,129.47	(87,902.53)
232-000-390-000			112,709.00	103,079.64	(9,629.36)
233-000-390-000			11,880.00	15,816.91	3,936.91
235-000-390-000			0.00	71.13	71.13
255-000-390-000			2,332.00	1,238.31	(1,093.69)
256-000-390-000			72,556.00	81,363.16	8,807.16
258-000-390-000			23,292.00	28,113.01	4,821.01
259-000-390-000			6,977.00	5,792.35	(1,184.65)
263-000-390-000			0.00	7,341.90	7,341.90
264-000-390-000			19,856.00	28,154.64	8,298.64
266-000-390-000			11,792.00	10,896.68	(895.32)
267-000-390-000			68,022.00	20,539.05	(47,482.95)
268-000-390-000			11,945.00	5,595.11	(6,349.89)
269-000-390-000			3,104.00	2,338.87	(765.13)

		Chippewa County			
		Budget Amendments			
		Beginning Fund Balances			
			Original Budget	Amended Budget	Change
272-000-390-000			1,157.00	1,273.41	116.41
274-000-390-000			0.00	7,651.10	7,651.10
282-000-390-000			63,119.00	124,958.15	61,839.15
285-000-390-000			46,416.00	75,651.32	29,235.32
287-000-390-000			1,158.00	1,158.33	0.33
291-000-390-000			80,081.00	65,083.84	(14,997.16)
294-000-390-000			2,673.00	2,673.28	0.28
363-000-390-000			34,600.00	34,600.00	0.00
368-000-390-000			8,307.00	7,994.99	(312.01)
472-000-390-000			7,503.00	7,502.75	(0.25)

7/11/2016		Chippewa County						
		Budget Amendments						
Revenue			Original Budget	Amended Budget	Change	Description		
208-000-543-100	911 State Training Fund	State Sources	0.00	15,000.00	15,000.00	Separate State Training Fund		
211-000-699-210	Office Emergency Service	Transfer In	152,385.00	121,385.00	(31,000.00)	Reclassify Transfer		
212-000-699-210	911 Emergency	Transfer In	10,529.00	41,529.00	31,000.00	Reclassify Transfer		
Expenditures								
101-131-809.000	General Fund	Circuit Court - Contract Visiting Judges	8,000.00	20,000.00	12,000.00	Increased Visiting Judge		
101-229-957-000	General Fund	Prosecutor Continuing Education	0.00	1,200.00	1,200.00	Continuing Education		
101-286-801-000	General Fund	GIS Mapping and Maintenance	0.00	150,000.00	150,000.00	GIS Mapping		
101-865-701.000	Insurance	Insurance	212,000.00	237,000.00	25,000.00	Increased Expenses		
208-000-704-000	911 State Training Fund	Salaries	0.00	7,000.00	7,000.00	Separate State Training Fund		
208-000-706-000	911 State Training Fund	Overtime	0.00	2,000.00	2,000.00	Separate State Training Fund		
208-000-860-000	911 State Training Fund	Travel	0.00	2,500.00	2,500.00	Separate State Training Fund		
208-000-941-000	911 State Training Fund	Rent	0.00	500.00	500.00	Separate State Training Fund		
208-000-957-100	911 State Training Fund	Education/Training	0.00	3,000.00	3,000.00	Separate State Training Fund		
210-000-999-211	County Ambulance	Transfer Out	152,385.00	121,385.00	(31,000.00)	Reclassify Transfer		
210-000-999-212	County Ambulance	Transfer Out	10,529.00	41,529.00	31,000.00	Reclassify Transfer		
211-000-703-000	Office Emergency Service	Salaries	41,309.84	66,309.84	25,000.00	Retirement Payout		
211-000-715-000	Office Emergency Service	Fringes	27,224.00	33,224.00	6,000.00	Retirement Payout		
212-000-703-000	911 Emergency	Salaries	41,309.84	66,309.84	25,000.00	Retirement Payout		
212-000-715-000	911 Emergency	Fringes	192,385.00	198,385.00	6,000.00	Retirement Payout		