

Minutes of a regular meeting of the Chippewa County Board of Commissioners, held at the Chippewa County Courthouse, 319 Court St., Sault Ste. Marie, Michigan, on the 16th day of November, 2023, at 4:30 pm.

PRESENT: Damon Lieurance, Robert Savoie, Scott Shackleton, Jim Traynor and Jim Martin

ABSENT: None

The following preamble and resolution were offered by Commissioner Savoie and supported by Commissioner Shackleton.

RESOLUTION NO. 2023-25

FISCAL YEAR 2024 BUDGET RESOLUTION
AND GENERAL APPROPRIATIONS ACT

WHEREAS, the Chippewa County Board of Commissioners (“Board”) has examined the fiscal requests for 2024 of the various departments, agencies, courts, offices, and activities (“Activity Centers”) that it must legally finance or assist in financing; and

WHEREAS, the Board has taken into consideration the fact that there are required functions of county government or operations which must be budgeted at a serviceable level in order to provide statutory and constitutionally required services and programs; and

WHEREAS, the County Administrator, on behalf of the Board, has interviewed officials responsible for providing such mandated services to determined serviceable levels and the funds to sustain such levels; and

WHEREAS, the Board has determined the amount of money to be raised by taxation necessary for expenditures and liabilities for the 2024 fiscal year and has ordered that money to be raised by taxation within statutory and constitutional limitations; and

WHEREAS, the Uniform Budgeting and Accounting Act (Act 2, P.A. 1968, as amended, being MCL 141.421 through MCL 141.440a) requires that the Board enact a general appropriations act designed to meet county-funded expenditures.

NOW, THEREFORE, BE IT RESOLVED as follows:

1.

That the 2024 Chippewa County Budget for the General Fund which is incorporated by reference herein, is hereby adopted on a basis consistent with the Chippewa County Annual Budget Development Policy, subject to all County policies regarding the expenditure of funds as well as the conditions set forth in this resolution.

2. That the County Treasurer is hereby directed to collect millage for the County’s operations as follows:

| | |
|---|--------------|
| a. Allocated Operating Millage | 6.1500 mills |
| b. Voted Operating Millage for Roads | 0.9821 mills |
| c. Voted Operating Millage for Fire and Ambulance | 0.4275 mills |
| d. Voted Operating Millage for Recycling | 0.5000 mills |
| f. Voted Operating Millage for Senior Program | 0.7456 mills |
| g. Voted Operating Millage for Animal Shelter | 0.0994 mills |

3.

That this budget reflects a reasonable allocation of available resources to the various County departments, boards, and agencies, and allows for all mandated services, programs, and activities, including the courts and the constitutional and statutory offices, to be performed at reasonable, necessary, and serviceable levels or at even more than adequate levels of performance.

4.

That the amounts indicated in the following "Budgetary Detail" are hereby appropriated from the General Fund and other funds of Chippewa County according to the Activity Centers (Departments) contained in that detail which is incorporated herein by reference, and that such appropriations shall be restricted to the functioning of those Activity Centers (Departments) and by the provisions of this Act.

GENERAL FUND

| <u>ACTIVITY CENTER</u> | <u>REVENUE</u> | <u>EXPENDITURE</u> |
|---|----------------|--------------------|
| GENERAL FUND REVENUE | 14,435,526 | --- |
| 101 - COMMISSIONERS | --- | 71,862 |
| 172 - COUNTY CONTROLLER | --- | 329,141 |
| 193 - COST ALLOCATION PLAN | --- | 5,000 |
| 215 - COUNTY CLERK | --- | 336,883 |
| 223 - AUDIT | --- | 25,900 |
| 228 - INFORMATION SYSTEMS | --- | 483,715 |
| 229 - COMPUTER | --- | 165,725 |
| 245 - REMONUMENTATION GRANT | --- | 112,027 |
| 253 - TREASURER | --- | 330,353 |
| 257 - EQUALIZATION | --- | 318,593 |
| 261 - RETIREES HOSPITALIZATION | --- | 700,000 |
| 262 - ELECTIONS | --- | 53,824 |
| 265 - BUILDING AND GROUNDS | --- | 391,363 |
| 266 - LEGAL SERVICES | --- | 25,000 |
| 267 - INSURANCE | --- | 335,000 |
| 277 - JURY BOARD | --- | 14,895 |
| 283 - 50TH CIRCUIT COURT | --- | 505,305 |
| 285 - 50TH CIRCUIT COURT JUVENILE COURT | --- | 374,022 |
| 286 - DISTRICT COURT | --- | 648,626 |
| 289 - FRIEND OF THE COURT | --- | 587,272 |
| 294 - PROBATE COURT | --- | 433,513 |
| 296 - PROSECUTING ATTORNEY | --- | 710,603 |
| 299 - CRIME VICTIM ADVOCATE | --- | 121,040 |
| 301 - SHERIFF DEPARTMENT | --- | 1,730,628 |
| 302 - BAILIFF/SECURITY | --- | 189,285 |
| 309 - O.R. V. ENFORCEMENT GRANT | --- | 52,000 |
| 331 - MARINE | --- | 34,500 |
| 333 - MARINE NO WAKE GRANT | --- | 0 |
| 334 - SNOWMOBILE PATROL GRANT | --- | 16,000 |
| 351 - CORRECTIONAL FACILITY | --- | 3,013,227 |
| 430 - ANIMAL CONTROL | --- | 310,261 |
| 442 - DRAIN COMMISSIONER | --- | 1,100 |
| 568 - SOIL CONSERVATION DISTRICT | --- | 26,000 |
| 601 - HEALTH DEPARTMENT FUND | --- | 204,000 |
| 631 - SUBSTANCE ABUSE | --- | 90,194 |
| 648 - MEDICAL EXAMINER | --- | 113,484 |
| 649 - MENTAL HEALTH - CLINIC | --- | 171,334 |
| 682 - VETERAN'S AFFAIRS | --- | 80,594 |
| 710 - MSU EXTENSION | --- | 155,573 |
| 711 - REGISTER OF DEEDS | --- | 251,785 |
| 713 - COUNTY SURVEYOR | --- | 21,549 |
| 714 - PLAT BOOK | --- | 2,500 |
| 715 - GIS MAPPING | --- | 28,000 |
| 716 - REGIONAL PLANNING COMMISSION | --- | 28,750 |
| 717 - ECONOMIC DEVELOPMENT CORPORATION | --- | 50,000 |
| 719 - RURAL BUS PROGRAM | --- | 30,000 |
| 972 - P.I.L.T. FUNDS - TOWNSHIPS | --- | 30,000 |
| 980 - ROAD PATROL | --- | 0 |
| 980.000 - VEHICLES | --- | 94,000 |
| 980.001 - RECORD COPIER | --- | 7,000 |

| | | |
|---|-------------------|-------------------|
| 980.002- POSTAGE METER | --- | 3,500 |
| 995.104 - TRANSFER TO TRIDENT TASK FORCE | --- | 101,614 |
| 995.238 - TRANSFER TO SCHOOL RESOURCE | | 200,000 |
| 995.252- DRUG COURT | --- | 2,000 |
| 995.260 - TRANSFER TO MIDC | | 226,130 |
| 995.269 - LAW LIBRARY FUND | --- | 1,200 |
| 995.287 - SOCIAL SERVICES FUND | --- | 20,110 |
| 995.292 - CHILD CARE - PROBATE | --- | 128,431 |
| 998 - CORRECTION OFFICERS TRAINING (264) | | 0 |
| TOTAL REVENUE AND EXPENDITURES | 14,435,526 | 14,494,411 |
| Net Position Prior Year Delinquent Tax Fund | 11,978,081 | 0 |
| Ending Year Delinquent Tax Fund | 0 | 11,978,081 |
| Beginning Year Fund Balance | 10,102,795 | 0 |
| Ending Year Fund Balance | 0 | 10,043,910 |
| TOTAL BUDGET | 36,516,402 | |

SPECIAL REVENUE FUNDS

| <u>FUND</u> | <u>ACTIVITY</u> | <u>BEG. YEAR FUND BAL.</u> | <u>END. YEAR FUND BAL.</u> |
|--|-----------------|--------------------------------|--------------------------------|
| 103 - SHERIFF SPECIAL PROJECTS FUND | REV. | 4,666 | |
| | EXP. | | 4,666 |
| 104 - TRIDENT TASK FORCE | REV. | 0 | |
| | EXP. | | 0 |
| 105 - MARINE LIVERY INSPECTION FUND | REV. | 1,785 | |
| | EXP. | | 1,885 |
| 106 - HEALTH INSURANCE | REV. | 0 | |
| | EXP. | | 0 |
| 208 - SHERIFF REVOLVING FUND - PARK PATROL | REV. | 8,100 | |
| | EXP. | | 8,100 |
| 210 - COUNTY AMBULANCE ACCOUNT | REV. | 0 | |
| | EXP. | | 0 |
| 211 - OFFICE OF EMERGENCY SERVICES | REV. | 174,285 | |
| | EXP. | | 201,737 |
| 213 - TITLE III FUNDING (OES) | REV. | 54,736 | |
| | EXP. | | 54,736 |
| 214 - STATE TRAINING FUND DISPATCHERS | REV. | 29,987 | |
| | EXP. | | 29,987 |
| 215 - F.O.C. RELATED CHILD SUPPORT COLLECTIONS | REV. | 218,218 | |
| | EXP. | | 230,718 |
| 216 - COMMUNITY SERVICE FUND | REV. | 14,478 | |
| | EXP. | | 14,478 |
| 217 - OPERATION STONEGARDEN | REV. | 0 | |
| | EXP. | | 0 |
| 218 - MENTAL HEALTH COURT FUND | REV. | 6,621 | |
| | EXP. | | 6,621 |
| 225 - CORRECTIONAL FACILITY MAINTENANCE FUND | REV. | 207,552 | |
| | EXP. | | 170,731 |
| 230 - CHIPPEWA COUNTY RECYCLING | REV. | 547,236 | |
| | EXP. | | 505,306 |
| 232 - OFFICE OF COMMUNITY CORRECTIONS | REV. | 455,347 | |
| | EXP. | | 445,047 |
| 234 - ELECTIONS | REV. | 700 | |
| | EXP. | | 1,700 |
| 235 - COMMUNITY ACTION SENIOR MEALS | REV. | 77,162 | |
| | EXP. | | 125,143 |
| 238 - SCHOOL RESOURCE OFFICERS | REV. | 129,418 | |
| | EXP. | | 134,036 |
| 249 - CONSTRUCTION CODE REVOLVING ACCOUNT | REV. | 0 | |
| | EXP. | | 0 |
| 251 - 50TH CIRCUIT COURT PROBATION AND PAROLE | REV. | 95,701 | |

| | | | | |
|---|------|-----------|---------|---------|
| | EXP. | 10,500 | | 100,701 |
| 252 - 50TH CIRCUIT COURT DRUG COURT | REV. | 99,000 | 1,718 | |
| | EXP. | 99,000 | | 1,718 |
| 254 - OPIOID SETTLEMENT | REV. | 200,000 | 165,999 | |
| | EXP. | 0 | | 365,999 |
| 255 - HOMESTEAD PROPERTY TAX EXEMPTION | REV. | 13,500 | 4,490 | |
| | EXP. | 4,500 | | 13,490 |
| 256 - REGISTER OF DEEDS AUTOMATION FUND | REV. | 52,000 | 172,180 | |
| | EXP. | 29,400 | | 194,780 |
| 257 - DRUG FORFEITURE FUND | REV. | 20,000 | 19,191 | |
| | EXP. | 13,000 | | 26,191 |
| 259 - CCSD SALVAGE VEHICLE | REV. | 1,000 | 6,220 | |
| | EXP. | 3,000 | | 4,220 |
| 260 - MIDC INDIGENT DEFENSE FUND | REV. | 1,033,417 | 0 | |
| | EXP. | 1,033,417 | | 0 |
| 261 - ENHANCED 911 EMERGENCY TELEPHONE SYSTEM | REV. | 1,262,000 | 106,068 | |
| | EXP. | 1,256,622 | | 111,446 |
| 263 - CPL - CLERKS OFFICE | REV. | 20,000 | 104,100 | |
| | EXP. | 7,000 | 0 | 117,100 |
| 264 - LOCAL CORRECTIONS OFFICER'S TRAINING | REV. | 8,000 | 11,301 | |
| | EXP. | 17,500 | | 1,801 |
| 269 - LAW LIBRARY | REV. | 4,500 | 0 | |
| | EXP. | 4,500 | | 0 |
| 272 - ROAD PATROL CONTRACT | REV. | 98,865 | 0 | |
| | EXP. | 90,728 | | 8,137 |
| 273 - ROAD PATROL OVERTIME FUNDING | REV. | 30,000 | 17,656 | |
| | EXP. | 39,500 | | 8,156 |
| 274 - SHERIFF LAW ENFORCEMENT FUND | REV. | 6,800 | 3,196 | |
| | EXP. | 6,800 | | 3,196 |
| 275 - SHERIFF- SEARCH & RESCUE | REV. | 0 | 350 | |
| | EXP. | 0 | | 350 |
| 276 - SHERIFF SPECIAL MENTAL HEALTH | REV. | 1,000 | 2,373 | |
| | EXP. | 1,000 | | 2,373 |
| 277 - HIGHWAY SAFETY FUND | REV. | 32,170 | 0 | |
| | EXP. | 32,170 | | 0 |
| 278 - YOUTH ALCOHOL FUND | REV. | 0 | 0 | |
| | EXP. | 0 | | 0 |
| 279 - OHSP - SEAT BELT GRANT | REV. | 0 | 0 | |
| | EXP. | 0 | | 0 |
| 280 - ANIMAL CONTROL MILLAGE | REV. | 132,360 | 250,355 | |
| | EXP. | 109,500 | | 273,215 |
| 285 - ANIMAL SHELTER DONATIONS | REV. | 103,500 | 819,343 | |
| | EXP. | 613,500 | | 309,343 |
| 287 - FIA APPROPRIATION | REV. | 20,110 | 1,016 | |
| | EXP. | 20,110 | | 1,016 |
| 292 - CHILD CARE FUND - PROBATE | REV. | 256,431 | 34,301 | |
| | EXP. | 256,431 | | 34,301 |
| 294 - VETERANS TRUST | REV. | 66,299 | 50,000 | |
| | EXP. | 66,299 | | 50,000 |
| 296 - HUD MSC 02-731-HO GRANT | REV. | 35,000 | 0 | |
| | EXP. | 35,000 | | 0 |
| 297 - CHILD CARE FUND - SOCIAL SERVICES | REV. | 0 | 0 | |
| | EXP. | 0 | | 0 |
| 298 - FAMILY COUNSELING SERVICES | REV. | 3,500 | 150 | |
| | EXP. | 3,500 | | 150 |

DEBT SERVICE FUNDS

| | <u>REVENUE</u> | <u>EXPENDITURE</u> | <u>BEGINNING</u> | <u>ENDING</u> |
|--|----------------|--------------------|------------------|---------------|
| 363 - 2000 SUPERIOR TOWNSHIP IMPROVEMENTS BOND F | 0 | 0 | 0 | 0 |
| 364 - 2000 SUPERIOR TOWNSHIP IMPROVEMENT DEBT | 0 | 0 | 0 | 0 |

| | | | | |
|-------------------------------------|---------|---------|-------|-------|
| 376 - CITY OF SSM 2011 REFUNDING | 0 | 0 | 0 | 0 |
| 377 - CITY OF SSM 2013 REFUNDING | 610,044 | 610,044 | 0 | 0 |
| 484 - ROSS-HOKOLA DRAINAGE DISTRICT | 0 | 0 | 7,503 | 7,503 |

5 That the County Clerk is authorized to certify the following claims within such budgeted allocations and to process a warrant for payment and upon receipt of such warrant the County Treasurer is authorized to pay the claims within such budgeted allocations:

| <u>ALLOCATION</u> | <u>FREQUENCY</u> | <u>DATE</u> |
|--------------------------|------------------|-------------------------------|
| General Payroll | Bi-weekly | |
| Employee Fringe Benefits | As due | |
| Insurances and Bonds | As due | |
| Loan/Bond Payments | As due | |
| Utilities | As due | |
| District Health | Monthly | 1 st of Month |
| Jail Medical Retainer | Monthly | 15 th of Month |
| Medical Examiner | Monthly | 1st of Month |
| Copier Leases | Monthly | 1 st of Month |
| Community Mental Health | Quarterly | June, July, August, September |
| Child Care | Quarterly | January, April, July, October |
| Law Library | Quarterly | January, April, July, October |
| Cigarette Tax | Annually | Following Receipt |
| Social Services | Annually | October |
| Soil Conservation | Annually | April |

6. That funds be allocated as may be appropriated by budget action of the Board of Commissioners for the Public Improvements and Capital Fund for capital equipment and projects, and to include the amounts due for the payment of purchase agreements and bond payments as scheduled.

7 That funds be allocated as may be appropriated by budget action of the Board of Commissioners. The funds may be transferred by the County Treasurer and/or the County Administrator's Office in accordance with such budgets.

8 That the following regulations shall apply to these appropriations and Activity Centers (Departments). All Departments, budget administrators, and other agencies and organizations receiving County funds shall be deemed to have agreed to these restrictions and obligations by accepting funds pursuant to this Act or otherwise incurring expenditures in expectation of County funding.

- a. All terms in the Act shall have the meaning assigned to them in the Uniform Budget and Accounting Act. The term "Activity Center" includes all courts receiving funds through this Act.
- b. All Activity Centers (Departments) receiving funds herein shall abide by the Uniform Budget and Accounting Act, and that any modification, addition or deletion of such amounts hereby adopted shall be done in accordance with the policies and procedures established by the Board of Commissioners. Each administrative officer in charge of an Activity Center shall promptly provide the County Administrator with all information which the Administrator considers necessary and essential to the preparation of a County budget for the ensuing fiscal period.

- c. All purchases and travel shall be in accordance with the Chippewa County Purchasing, Contracts and Sales Policy (Policy No. 320) and Travel and Business Expenses Policy (Policy No. 410).
- d. The amounts appropriated herein shall be paid from the County Treasury at the time and in the manner provided by law and other applicable policies or resolutions of the Board, whether enacted to date or subsequently adopted.
- e. Expenditures and revenues shall be recorded and reported in the manner provided by law. Fees and other money received by Activity Centers (Departments) shall be forwarded promptly to the County Treasurer and credited to the appropriate County fund, except as otherwise provided by this Act or by any other act of the Board.
- f. Except as otherwise provided by law, each Activity Center (Department) shall limit expenditures within the appropriations authorized herein and shall not attempt to expend funds at a rate which will eventually result in a deficit in any Activity Center without the approval of the Board. Further, all expenditures of County funds and other funds under the control of any Activity Center, except as otherwise provided by law, shall be expended only for purposes attached to the line-items and within the various policies of the Board of Commissioners, including, but not limited to purchasing policy, applicable collective bargaining agreements and applicable personnel policies. The County of Chippewa shall only be responsible for the payment of purchases made as provided by law and/or policy.
- g. In the event that State of Michigan fails to provide certain revenue transfer payments as required by state law and/or contractual agreements between the State and Chippewa County, the specific programs funded by such state revenue transfer payment shall bear the full impact of such revenue reduction. In the event the State defaults or otherwise fails to provide general, unrestricted revenue transfer payments, the Board, upon the recommendation of the Finance, Claims and Accounts Committee, shall allocate said revenue reduction in its legislative judgment.

THE CHIPPEWA COUNTY BOARD OF COMMISSIONERS CANNOT, AND WILL NOT, ABSORB THE PROGRAM COSTS CREATED BY REVENUE TRANSFER PAYMENT DEFAULTS BY THE STATE OF MICHIGAN.

- h. If an Activity Center (Department) desires an additional appropriation, it shall forward a detailed request to the County Administrator's Office describing the proposed budgetary amendment or transfer and the reasons for the action. The matter will then be presented to the Board of Commissioners through its Finance, Claims and Accounts Committee. No funds may be transferred between Activity Centers (Departments) without prior Board approval.
- i. Except as otherwise provided by law, the number of positions noted for certain Activity Centers (Departments) in the approved Employee Roster included with the budget shall be the maximum staffing level authorized to be drawn from such line-item. No Activity Center shall maintain more employees on the payroll than the maximum specified for the appropriate account. In addition, the job position titles, pay classifications, and full-time equated designations for each position are deemed to be the correct classifications, and any modification of employment classifications shall be done in conformance with established Board policy. Further, if an Activity Center employs at any time, fewer employees than the maximum specified for the appropriate line item in this Act, unexpended appropriation in the amount identified with the unfilled position(s) by payroll records shall immediately and automatically revert to the General Fund Contingency Activity Center (Department No. 890).

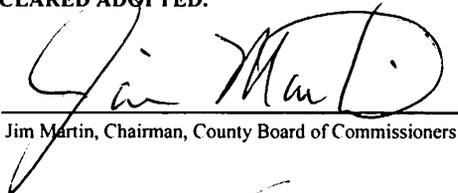
- j. It is understood that revenues and expenditures may vary from those that are currently contemplated and may be changed from time to time by the Board of Commissioners during the 2024 fiscal year, as deemed necessary. Consequently, there may be a need to increase or decrease various portions of the budget and/or impose a hiring freeze and/or impose layoffs due to unforeseen financial changes; therefore, the Board of Commissioners reserves the right to change the approved Employee Roster and/or impose a hiring freeze at any time. The County Elected Officials and County Department Heads shall abide by whatever changes are made by the Board of Commissioners, if any, relative to the approved positions and the number of employees stated in the Employee Roster.
- k. Positions on the Employee Roster that are supported by a grant, cost sharing, reimbursement, or other source of outside funding, are only approved contingent upon the County receiving the budgeted revenues. Upon notification that budgeted funding of a position will not be received, the Elected Official or Department Head shall immediately notify the County Controller and Finance, Claims and Accounts Committee, and that position shall be immediately removed from the Employee Roster if funding is exhausted.
- l. The County Administrator's Office and/or County Treasurer shall be authorized to make year-end transfers of up to \$100,000 between Departments or Funds or with such amounts that may be available in the General Fund, as may be necessary to insure that departments do not end the 2024 fiscal year in a deficit condition.
- m. This Act shall become effective January 1, 2024, and may be amended by the Board at any time. Any appropriations made hereunder may be increased or decreased in the discretion of the Board.
- n. This Act and attachments as incorporated by reference herein and all amendments hereto shall constitute the 2024 General Appropriations Act for Chippewa County for all purposes under the law; and approved at the highest level possible.

A VOTE WAS TAKEN AS FOLLOWS

AYES: Damon Lieurance, Robert Savoie, Scott Shackleton, Jim Traynor and Jim Martin

NAYS: None

RESOLUTION DECLARED ADOPTED.



Jim Martin, Chairman, County Board of Commissioners



Catherine C. Maleport, County Clerk

STATE OF MICHIGAN)

) ss

COUNTY OF CHIPPEWA)

I hereby certify that the foregoing is a true and complete copy of the resolution adopted by the County Board of Commissioners of Chippewa County at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.



A handwritten signature in black ink, appearing to read "Catherine C. Maleport", is written over a horizontal line. The signature is stylized and cursive.

Catherine C. Maleport, County Clerk