

**Building Grounds and Jail, Legislative and Natural Resources and  
Information Technology Committee  
Meeting Minutes  
January 30, 2025**

A regular meeting of the Chippewa County Board of Commissioners' Building, Grounds and Jail, Legislative and Natural Resources and Information Technology Committee was held on Thursday, January 30, 2025, at the Chippewa County Courthouse in Sault Ste. Marie, Michigan. Chairman Traynor called the meeting to order at 1:15 p.m. with a quorum present.

**MEMBERS PRESENT:** Jim Traynor, Justin Knepper, and Scott Shackleton

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Sheriff Mike Bitnar, U/S Ryan Hering, Brian Bartlett, Anthony Zakic, and Kelly Church

**Additions/Deletions and Approval of the Agenda**

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

**Public Comments**

No public comments were offered.

**Agenda Items**

**Building and Grounds**

**Jail Control Boards**

The Committee started the meeting after doing a walk through at the Sheriff's Office so that the Committee could look at the control boards which are the access systems to operate the Correctional Facility. An overview of the access control, fire suppression, relays for lights; the systems are having several issues lately with the response time from the contracted provider not being very timely. Discussion followed with regards to the systems current service contracts with tentative planning, dependent upcoming service calls. The Sheriff's Office also spoke about an increase in population of Federal Inmates, which will bring in added not budgeted revenue. A request for increased part-time wages for a Federal Inmate ICE Liaison Officer was discussed, which will go to the Finance Committee. This position will be a liaison for the prisoners and the Jail Administration. Commissioner Knepper asked that a press release be done so that the local constituents, understand how these ICE inmates are being processed and how that they can end up here in the local correctional facility, as he gets questions when people are checking the Sheriff's App. No action was taken.

**County Building Generator**

The Committee was updated on the County Building Generator breakdown and repairs; we currently have a temporary generator on lease from Wolverine Power as back-up. The current needed repairs are \$5,493.00 and another \$14,920.55 summer repair of the radiator will be needed. The Committee spoke about the Generac's life span and needed additional information, to determine if an RFQ will be needed this year.

**It was moved by Commissioner Shackleton, supported by Commissioner Knepper, to recommend approval of the generators repair billings to Finance Claims and Accounts Committee. On a voice vote, the motion CARRIED.**

## RFQ's

### Central Dispatch UPS

### Central Dispatch Electricity Upgrade

### Public Defenders Rally Bar

The Committee reviewed the three Requests for Proposals, including a memo from Director Postma explaining the needed upgrades for Central Dispatch; the rally bar will aid the Public Defender in processing cases through the Courts and with communication with his clients; a second rally bar maybe added to the request, if the MIDC approves a budget line increase.

**It was moved by Commissioner Knepper, supported by Commissioner Shackleton, to approve and authorize release of the Requests for Quotes for Central Dispatch's UPS and Electricity upgrade and for the Public Defenders Rally Bar. On a voice vote, the motion CARRIED.**

### Circuit and Probate Courtroom air conditioning

The Committee's opinion was sought on, how to potentially add air conditioning to the Courthouse's Circuit and Probate Courtrooms. This has been an on-going conversation, in trying to address not only the heat but also that of the acoustics and quality of being able to hear well in the Courtrooms, during the summer months because of the need to open the Courtroom windows for the venting of the room A/C units. Administration asked that a project manager/HVAC engineer be the lead on a project like this; discussion followed. Administrator Church will follow up with U.P. Engineers & Architects.

### Committee and Chairman's Comments

Commissioner Knepper asked about the County preparing a capital maintenance/strategic plan long-term plan for the County Buildings.

### Adjourn

**It was moved by Commissioner Knepper, seconded by Commissioner Shackleton, to adjourn the meeting. On a voice vote, the motion was CARRIED.**

Chairman Traynor declared the meeting adjourned at 2:08 p.m.

  
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Kelly J. Church, Recorder

  
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Jim Traynor, Committee Chairman