

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

**November 14, 2022**

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Monday, November 14, 2022 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Savoie called the meeting to order at 4:30 p.m. with a quorum present. The meeting was also available via Zoom.

**MEMBERS PRESENT:** Robert Savoie, Scott Shackleton, Ted Postula and Jim Martin

**MEMBERS ABSENT:** Don McLean

**OTHERS PRESENT:** Erin Daines, Jim Robinson, Jim Traynor, Christy Meilstrup, Carmen Fazzari, Judge Eric Blubaugh, Karen Senkus and Kelly Church; via Zoom Allan Vander Laan and Lana Wilderspin.

## **Approval of the Amended Agenda**

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

## **Public Comment**

No public comment was offered.

## **Correspondence and Informational Items**

The Committee reviewed the Investment Report, the VISA billing, travel requests and the DTRF/RHFV quarterly reports. No action is necessary.

## **AGENDA ITEMS**

### **District Court**

Judge Eric Blubaugh asked the Committee to waive policy for the Grade 7 position that has been posted since March. The Committee reviewed the pay scale and listened to the reasoning behind the request, that the position has evolved and needs to be filled by someone with prior experience; as all criminal cases for both District and Circuit Court start with this Clerk position. The Judge feels that in order to run his office effectively that this position should be reclassified in the future. The Committee then asked about past practice of waiving the policies of the County; the only entry level position that has been moved up the paygrade recently was a transfer employee with 20 years of experience; the other waivers that went higher on the pay scale were supervisory roles within the County. Discussion with questions and answers continued.

**It was moved by Commissioner Shackleton, supported by Commissioner Martin, to table the request until further information can be sought. On a voice vote, the motion CARRIED.**

### **Health Department – Amendment to Medical Director Agreement**

The Committee reviewed the first amendment to the Medical Directors Agreement between CCHD and Catherine Wilkerson, M.D. this amendment clarifies non reimbursable and adjusts payment to compensate accordingly based on the negotiations and prior issues regarding travel reimbursement.

**It was moved by Commissioner Shackleton, supported by Commissioner Postula, to approve and authorize the First Amendment to Medical Director Agreement between CCHD and Catherine Wilkerson, M.D., as presented. On a voice vote, the motion CARRIED.**

### **Health Department – MNA MERS Agreements**

The Committee reviewed the MERS Hybris Plan Adoption Agreement for the CCHD – MNA Division #HE

with amendments to the Agreement per the labor contract held between CCHD and MNA.

**It was moved by Commissioner Postula, supported by Commissioner Martin, to approve and authorize signatures for the MERS Hybrid Plan Adoption Agreement for Division #HE and the Contribution Addendum for the MERS Defined Contribution for Division #HE, as presented and per the MNA labor contract. On a voice vote, the motion CARRIED.**

**Health Department – Community Health Needs Assessment (Director Karen Senkus)**

Health Officer Karen Senkus reviewed the 2021 Upper Peninsula Community Health Needs Assessment for Chippewa County, detailing Chippewa County results. This report is completed every three-years and it highlights community health issues; Health Officer Senkus will be working with MyMichigan Health -Sault setting up forums and working on a Community Improvement Plan.

**Health Department – Ambulance Services Agreement**

The Committee reviewed a letter to terminate and change the cost of the current ambulance transport agreement for Hospice transfers between Kinross EMS and the CCHD. The increase is due to operating costs and changes to verbiage that pertains to insurance.

**It was moved by Commissioner Shackleton, supported by Commissioner Martin, to approve and authorize the interlocal agreement between Kinross Charter Township/Kinross EMS and CCHD to provide ambulance transfers for Hospice clients at the cost of \$500.00 per ambulance transfer. On a voice vote, the motion CARRIED.**

**Animal Control – Release RFQ for Engineering**

The Committee received an update on the proposed Animal Shelter renovation, indicating that the project needs to re-group and meet with the Building and Grounds Committee, to get direction and help with how to move forward with the project.

**Animal Control**

**Renew MOU with MDOC for ‘Making Pawsitive Changes’ program**

**Renew Supplemental Contract with City of SSM for Services**

The Committee reviewed two renewals for Animal Control; one a MOU between the Michigan Department of Corrections and another for Supplemental Services for the City of Sault Ste. Marie. The MOU for ‘Making Pawsitive Changes;’ a dog training program which provides animal care and training, as well as, prisoner therapy, training, and positive behavior. The Supplemental Service for the City of Sault Ste. Marie, offers additional Animal Control Services for twenty (20) hours per week.

**It was moved by Commissioner Shackleton, supported by Commissioner Postula, to approve and authorize the MOU the Michigan Department of Corrections for the “Making Pawsitive Changes’ and the Supplemental Agreement with the City of Sault Ste. Marie, as presented. On a voice vote, the motion CARRIED.**

**Sheriff’s Department – Renew Johnson Controls Annual Service Contract**

The Committee reviewed the Johnson Controls service solution contract which provides annual maintenance to the Simplex equipment located at the Correctional Facility, including the fire alarm panel, wet sprinkler system, access control, intercom, and CCTV system. Annual cost \$11,610.00.

**It was moved by Commissioner Shackleton, supported by Commissioner Postula, to approve the Johnson Controls Service Solution annual maintenance agreement as presented, total cost \$11,610.00. On a voice vote, the motion CARRIED.**

**Sheriff's Department – Stonegarden Purchase Request LPR Project \$85,536.88**

The Committee reviewed a request to purchase camera equipment for a License Plate Reader project, using Stonegarden funds. The project would be to use the two (2) reader cameras at the ferry docks; the cost which has already been approved through Stonegarden is \$85,536.88, all reimbursable from the FY19 Stonegarden Grant. The Committee was asked to waive the County purchasing policy.

**It was moved by Commissioner Postula, supported by Commissioner Martin, to approve and authorize the purchase of camera equipment for the license plate reader project, utilizing Stonegarden funds, waiving County purchasing policy from Vigilant Solutions at the cost of \$85,536.88. On a voice vote, the motion CARRIED.**

**Sheriff's Department – Out of State Travel \$1,235.84**

The Committee reviewed out of state travel from the Sheriff's Department for an investigation.

**It was moved by Commissioner Martin, supported by Commissioner Postula, to approve the out of state travel cost of \$1,235.84 for the Sheriff's Department. On a voice vote, the motion CARRIED.**

**Information Systems – Sheriff Patrol Care Cellular Modem Upgrade – (13) Cradlepoint IBR900**

The Committee reviewed a request from Information Systems to approve a new project to the current budget, to replace/upgrade the in-car cellular modems in the Sheriff Patrol cars. The current equipment is limited to 4G which has been causing connectivity issues. The Committee review the quote of \$20,559.92 from INS Industrial Solutions, a preferred partner of FirstNet; with an installation factor of \$125.00/vehicle and was asked to waive the County purchasing policy.

**It was moved by Commissioner Shackleton, supported by Commissioner Postula, to approve and authorize the modem upgrade for thirteen (13) Sheriff Patrol cars; at a cost not to exceed \$23,000.00 and to waive the purchasing policy for the INS Industrial Solutions quote of \$20,559.92; with an installation charge of \$125.00/vehicle. On a voice vote, the motion CARRIED. (Note: Not all vehicles will be completed prior to yearend 12/31/2022)**

**Surveyor – Grant No. BCC 23-17 - \$134,346.00 Grant County contributions \$15,000.00**

The committee reviewed Grant No. BCC 23-17 between the State of Michigan, Department of Licensing and Regulatory Affairs and Chippewa County; and the 2022 Grant Application to be submitted to the Office of Land Surveying and Remonumentation. The grant is from 1-1-2023 to 12-31-2023, in the amount of \$119,346.00 with Chippewa County contributing \$15,000 for a total FY2022 project amount of \$134,346.00.

**It was moved by Commissioner Shackleton, supported by Commissioner Martin, to approve and authorize signatures for Grant No. BCC 23-17 between the State of Michigan, Department of Licensing and Regulatory Affairs and Chippewa County; and the 2023 Grant Application to be submitted to the Office of Land Surveying and Remonumentation in the amount of \$119,346.00 with Chippewa County contributing \$15,000.00 for County Remonumentation total grant \$134,346.00. On a voice vote the motion CARRIED.**

**Administration – Property Lease – Northern Transitions and Chippewa County Recycling**

The Committee reviewed the Property Lease between Northern Transitions, Inc, and the County of Chippewa Recycling Committee for renewal. The four-year lease would commence on January 1, 2023 with an annual rent of \$39,000.00, and increase of \$3,000.00 from the prior lease. The increase being due to inflation and the cost to operate.

**It was moved by Commissioner Postula, supported by Commissioner Martin, to approve and authorize signature on the Property Lease between Northern Transitions, Inc, and the County of Chippewa Recycling Committee, a four-year lease with an annual cost of \$39,000.00. On a voice vote, the motion CARRIED.**

**Administration – 44North – BC/BS \$20,000.00 lump sum retention credit**

The Committee reviewed an email from 44North Account Executive Ryan Whitley; indicating a \$20,000.00 retention credit from BC/BS; for us to stay with BC/BS instead of costing out dental and vision services.

**It was moved by Commissioner Martin, supported by Commissioner Shackleton, to accept the \$20,000.00 retention credit from BC/BS, so the County remains with dental and vision coverage from BC/BS. On a voice vote, the motion CARRIED.**

**Administration – Subordinating Non-Diminishing Mortgage – Eicher-McRorie Property**

The Committee received a request to subordinate the County position on a mortgage under the Community Home Improvement Program for \$2,062 in October 1999, to further assist the homeowner with a new mortgage. (Reference: Liber 781, Page 483-484)

**It was moved Commissioner Postula, supported by Commissioner Shackleton, to approve the Subordination Agreement, Liber 781, Pages 483-484 for the Community Home Improvement Loan from October 1999 to further assist the homeowners Eicher-McRorie. On a voice vote, the motion CARRIED.**

**Administration –GASB 75 Report – Jefferson Solutions, Inc.**

The Committee reviewed the Jefferson Solutions, Inc. quote to provide the GASB 75 Report – Actuarial Valuation for December 31, 2022 at the cost of \$4,950.00. This is an annual report necessary for the County audits.

**It was moved by Commissioner Martin, supported to Commissioner Postula, to approve and authorize the quote from Jefferson Solutions, Inc. to complete the GASB 75 Actuarial Valuation for December 31, 2022 at the cost of \$4,950.00. On a voice vote, the motion CARRIED.**

**Finance - Claims and Accounts – October – County and Health Department**

**It was moved by Commissioner Shackleton, supported by Commissioner Martin, to recommend the approval of October County bills and payroll: general claims \$273,675.35 other fund claims \$4,300,252.86, payroll \$608,998.18, and Health Department claims \$423,494.83 and payroll \$108,805.47 total claims \$5,715,226.69. On a voice vote, the motion CARRIED.**

**Finance – FY2023 Budget General Fund and Special Funds**

**Contracts within Budget: MSUE – 4-H Agent and Probate-Family Court Legal (3)**

**Equipment Requests, Annual Software Support and Department Expenditures**

**Personnel Changes and fee increases**

The Committee was given an overview of the proposed FY2023 Budget; the general fund budget was presented with an excess of \$71,254.78. The Committee was updated on changes and expenditures that were variances from prior years. The equipment listing, annual software support and special funds projects were discussed. Contacts from within the budget were also discussed including the MSUE 4-H agent contract and the (3) Legal services contracts from Probate-Family Court; which were discussed at length, the FY2023 budget will be \$135,762 or \$45,254 per contract. This is an increase of 9.6%. Personnel changes for FY2023 include the Prosecutors Office bringing back their third attorney in November; the Public Defender's Office through the MIDC grant, increase the attorney's wages annually by \$5,000; create a Grade 9 Support Manager II and a part-time Grade 10 Social Worker. The Committee also discussed using the FY2023 fund balance to give Non-Union Full-time staff a 2% wage increase and non-union part-time staff a \$0.25 cent/hour increase effective 1/1/2023. The budget also includes fees increase for the Animal Shelter. The FY2023 will be utilizing \$500,000.00 of ARPA fund and a non-renewal grant of \$458,193.10 to balance the budget; and it was noted that the County will need to find and/or develop new revenues and continued to reduce expenditures in order to maintain the necessary staffing and to provide the necessary services to the County. The FY2023 Budget Resolution will be presented to the full Board for final approval.

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to approve the FY2023 Budgets for the General Fund and Special Funds, as presented, acknowledging the contracts, annual software support, hardware and software requests, equipment requests, personnel changes and fines and fees increase for Animal Control as presented. On a voice vote, the motion CARRIED.

**CLOSED SESSION**

- a. County's attorney settlement strategy, Grainger, Jr. vs Chippewa County, File No. 109093**
- b. Collective Bargaining Negotiations/ratification, pursuant 15.268 (c)**

It was moved by Commissioner Martin, supported by Commissioner Postula, move to enter into closed session to discuss with the County's attorney current strategy, Grainger, Jr. vs Chippewa County, File No. 109093, pursuant to MCL 15.268 (e) as a discussion on the open record would be detrimental to our position, and to discuss collective bargaining negotiations, pursuant to MCL 15.268 (c).

Roll call vote 4-0. Closed session began at 5:41 p.m.

It was moved by Commissioner Postula, supported by Commissioner Martin, to exit closed session wherein we discussed with the County's attorney settlement strategy, Grainger, Jr. vs Chippewa County, File No. 109093, pursuant to MCL 15.268 (e) as a discussion on the open record would be detrimental to our position, and to discuss collective bargaining negotiations, pursuant to MCL 15.268 (c).

Roll call vote 4-0. Return to open session at 6:05 p.m.

It was moved Commissioner Shackleton, supported by Commissioner Martin, to approve and authorize the collective bargaining agreement between Chippewa County and TPOAM (Technical, Professional and Officeworkers Association of Michigan) for the three (3) Units: 50<sup>th</sup> Circuit Court, Chippewa County Courthouse and Probate Court) as negotiated and presented. On a voice vote, the motion CARRIED.

**Committee Comments**

No Committee comments.

**Chairman Comments**


No Chairman comments.

**Adjourn**

It was moved by Commissioner Shackleton, supported by Commissioner Martin to adjourn.

The meeting adjourned at 6:17 p.m.

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

  
\_\_\_\_\_  
Robert Savoie, Chairman.