

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE

MEETING MINUTES

February 14, 2023

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, February 14, 2023 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Savoie called the meeting to order at 4:44 p.m. with a quorum present; the meeting was delayed due to technical issues with the video conference system. The meeting was available via Zoom.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Karen Senkus, Doug Welton, Calvin Karter, Tracey Holt, Sheriff Mike Bitnar and Kelly Church

Amendment to the Agenda

It was moved by Commissioner Shackleton and supported by Commissioner Traynor, to add item 7 – c; March Regular meeting date. On a voice vote, the motion CARRIED.

Approval of the Agenda

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

Public Comment

No public comment.

Correspondence and Informational Items

The Committee reviewed the Investment Report, the VISA billing, travel requests, Opioid Revenue information and the DTRF-OPEB quarterly update.

Finance Chairman Savoie requested the Administration contact NorthCare Network to do a presentation regarding their proposal to assist counties with a strategic plan for the Opioid Settlement funds. Commissioners wanted assurances the fund would stay in Chippewa County, to make sure that NorthCare is bonded and insured, as the Commission has a fiduciary responsibility to safe guard these monies for community needs; Commissioner Shackleton reminded everyone that this settlement is based a legal judgement, so it is unlike monies the County has received via grants or awards; with many restrictions for its use.

AGENDA ITEMS

Health Department- Contracts

- Superior Health Support Systems (SHSS) for nursing services
- DSTech Statement of Work

The Committee reviewed a contract between Superior Health Support Systems (SHSS) and the Chippewa County Health Department (CCHD) for nursing services for residents of Hearthside Assisted Living Facility and an update Statement of Work from DSTech; switching from a monthly plan to an annual plan, the change will not increase any fees and will add some services previously not covered regarding security of the network.

It was moved by Commissioner Martin, supported by Commissioner Lieurance, to approve the Agreement between Superior Health Support Systems and CCHD for nursing services at Hearthside Assisted Living Facility and the new DSTech Statement of Work, changing from a monthly renewal to an annual renewal; with no added cost. On a voice vote, the motion CARRIED.

Health Department- Contracts

- **MyMichigan Rehabilitative Services Agreement**

The Committee reviewed the Rehabilitative Services Agreement between Chippewa County Health Department (CCHD) and MyMichigan Medical Center Sault who provides physical and occupational therapy, speech pathology and rehabilitation services for CCHD's home health patients. This is a renewal effective for three (3) year term expiring February 28, 2026; through negotiations the CCHD was able to remove a couple items that were time consuming for billing and tracking. There is an overall increase in cost for the services.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to authorize and approve the Rehabilitative Services Agreement, as presented between CCHD and MyMichigan Medical Center Sault for Home Health Services. On a voice vote, the motion CARRIED. (4-0 with Commissioner Shackleton abstaining from the vote, due to a conflict of interest; as he is a member of the MyMichigan Corporate Board)

Health Department – Special Project Award

- **Purchase 2 (two) Smartboards with PC module \$12,308.00**

The Committee reviewed a Notice of Award from MDHHS Emergency Preparedness and Response Division to support the expenses for 2 (two) Smartboard with PC module and input device for the Incident Command Center. The award was originally \$12,208.00 and increased to \$12,308.00 to cover the total invoice from VSC, Inc. for the purchase and delivery.

It was moved by Commissioner Martin, supported by Commissioner Lieurance, to accept the award of \$12,308.00 from Emergency Preparedness and Response Division to purchase 2 (two) Smartboards from VSC, Inc. On a voice vote, the motion CARRIED.

Health Department – Personnel

- **Promote a Clerk (Grade 3) to Biller (Grade 4) position**
- **Add a ½ position and combine with a ½ position for a Home Health/Finance Clerk FTE, potential cost increase \$36,000.00**
- **Hire a Temporary Employee for the Hearing and Vision Technician position; following policy to pay at 90% of the start rate**

The Committee had been updated via emails on these requests prior to the meeting and these personnel changes were sought by Health Department Administration to help day-to-day operations and to make sure the Chippewa County students received the hearing and vision tests timely with regards to the temporary employee.

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance to approve the personnel changes as presented: promote Clerk to Biller; combine positions for a new FTE Home Health/Finance Clerk and to a hire a temporary Hearing and Vision Technician, following policy for pay. On a voice vote, the motion CARRIED.

Sheriff's Department – Out of State travel

The Commissioners reviewed a request for a School resource Officer to attend a National Association of School Resource Officers conference in Minnesota, travel to be paid from the SRO fund.

It was moved by Commissioner Martin, supported by Commissioner Shackleton, to approve and authorize travel to the Minnesota for the National Association of School Resource Officers conference for a County SRO. On a voice vote, the motion CARRIED.

Sheriff's Department – Advanced Correctional Healthcare, Inc. renewal – 0% - No Pool - \$383,999 with \$0.51 per diem rate

The Committee was updated on the inmate health care renewal with Advanced Correctional healthcare, Inc. who provided two options; one that involved staying in the annual pool, which has the benefit of the provider

paying for biomedical waste disposal, medical supplies disposal and mobile services which comes with a 4% increase renewal or opting out of the pool which is a 0% renewal and the County pays for the biomedical waste disposal, medical supplies disposal and mobile services directly. Advanced Correctional Healthcare, Inc. will transfer the bills to our name and we were told there would be no additional cost and the rates will remain the same. The Sheriff and Administration through discussion with Program Consultant Rachael Wunder asked the Committee to approve the 0% renewal with no pool.

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve the Advanced Correctional Healthcare, Inc. from 1/1/2023 to 12/31/2023 for inmate health care, opting for the 0% renewal with no pool at the annual price of \$383,999 with a \$0.51 per diem rate. On a voice vote, the motion CARRIED.

Sheriff's Department – Cadet Sponsorship update and changes

The Sheriff updated the Committee on sending corrections employee David Hall to a MCOLES police academy as the funding has changed with academy and housing costs being covered by MCOLES Grant; MiWorks paying for transportation and wages being covered by MCOLES grant, vacation time and wages of \$19.20/hour from the School Resource Officer Fund. The Sheriff will approve a leave of absence from the Corrections position during this time with health benefits not affected.

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to approve and authorize the Chippewa County Sheriff's Office Cadet Sponsorship Program as presented and updated; sponsoring David Hall and approving the costs as presented. MCOLES grant covering the academy, housing and \$4,000.00 in wages; MiWorks covering transportation, Deputy Hall using four weeks' vacation and the estimated balance of \$5,216.00 plus fringes paid from the SRO fund. On a voice vote, the motion CARRIED.

Veterans Affairs – Grant for advertising, hardware, and Veterans Services

The Committee reviewed documentation from the Veterans Affairs Committee showing the Chippewa County Veteran Voucher grant program, restrictions and term of usage and the voucher for snow removal.

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to acknowledge and accept the necessary documents for the snow removal for Veterans in Chippewa County, as approved by the Chippewa County Veterans Affairs Committee on January 31, 2023. On a voice vote, the motion CARRIED.

Surveyor – FY2023 Remonumentation Program - \$134,346.00

- **FY2022 Completion Report**
- **Administration - \$15,993.36 – Patricia Weinreis**
- **Monumentation Contracts**
 - **\$56,000.00 – Alpine Engineering – 32 corners**
 - **\$56,000.00 – Sidock Group – 32 corners**
- **Peer Review Professional Surveyors - \$5,000.00 shared**
 - **Jeff Davis, P.S., Sidock Group**
 - **William L. Karr, P.S., retired**
 - **Ginger L. Michalski, P.S., Alpine Engineering**
 - **Larry Rogers, P.S., semi-retired**
 - **Lawrence Weinreis, P.S., M.D.O.T**

The Committee reviewed the FY2022 Completion report, the 2023 Survey and Remonumentation Grant from the Office of Land Surveying and Remonumentation, previously approved on November 17, 2022 in the amount of \$119,346.00 and the County contributing \$15,000.00 for a total of \$134,346.00. Before the Committee are the contracts for the 2023 Remonumentation Program. All documents need to be approved and authorized for

signature by the Committee.

It was moved by Commissioner Shackleton, seconded by Commissioner Martin, to accept and authorize the Completion Report for Grant Year 2022, the Program Representative/Administrative contract in the amount \$15,993.36 for Patricia Weinreis, P.S., under the direct supervision of Robert Laitinen, PS, Chippewa County Surveyor; to approve two (2) Monumentation contracts each contract for \$56,000 for Alpine Engineering and Sidock Group to monument 32 corners apiece; to approve five Professional Service Agreements for the Peer Review Surveyors, total not to exceed \$5,000 for the following Surveyors: Jeff Davis, P.S., Sidock Group; William L. Karr, P.S., retired, Ginger L. Michalski-Wallace, P.S., Alpine Engineering; Larry Rogers, P.S., Rogers Land Surveying and Lawrence Weinreis, P.S., M.D.O.T. On a voice vote, the motion CARRIED.

Administration – NorthCare Network Service Agreements

- **Public Defender - \$5,000.00**
- **Health Department/Needle Exchange – \$26,000.00**
- **50th Circuit Court-Drug Court - \$30,000.00**

The Committee reviewed three awards from NorthCare Network Services; a Service Agreement with the Public Defender's Office for \$5,000.00, to be used for OWI and/or drug cases for uninsured or underinsured client's assessment fees. An MOU with the Chippewa County Health Department (CCHD) for \$26,000.00 to be used for the Needle Exchange Program known as Safe X-Change program and another Service Agreement with Chippewa County 50th Circuit Drug Court for \$30,000.00, to be used to further the integration of criminal justice and substance use disorder treatment programming. Commissioner Shackleton did verify with Health Officer Karen Senkus that Needle Exchange Program was all grant funded, which she did confirm.

It was moved by Commissioner Martin, supported to Commissioner Shackleton, to authorize acceptance of the three awards from NorthCare Network Service with the Public Defender for \$5,000; with CCHD for \$26,000.00 and with 50th Circuit Court – Drug Court for \$30,000.00. On a voice vote, the motion CARRIED.

Administration- Contract

- **DSTech Statement of Work**

The Committee reviewed the updated Statement of Work with DSTech, which will not increase the cost; but will be switching from month-to-month to an annual contract; and bill a portion separately so that the County can seek reimbursement from a SOM grant, add some security services and build in some help desk hours for Information Systems.

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to approve the Statement of Work for Professional Services with DSTech at no additional cost. On a voice vote, the motion CARRIED.

Administration – Regular March Meeting Date

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to change the date of the March Regular meeting from Thursday, March 16th to Wednesday, March 15th due to conflicting schedules. On a voice vote, the motion CARRIED.

Finance - Claims and Accounts – January – County and Health Department and Increase County Credit card limit w/Central Savings Bank to \$10,000.00

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to recommend the approval of January County bills and payroll: general claims \$461,796.07 other fund claims \$587,307.37, payroll \$631,713.88, and Health Department claims \$243,193.43 and payroll \$228,690.25 total claims \$2,152,701.00 and to authorize the Central Savings Bank County credit card limit increase to \$10,000.00. On a voice vote, the motion CARRIED.

CLOSED SESSION – To consider purchase of real property

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to enter into closed session to consider purchase of real property, pursuant to MCL 15.268 (d).

Roll call vote 5-0. Closed session began at 5:08 p.m.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to exit closed session wherein we considered the purchase of real property, pursuant to MCL 15.268 (d).

Roll call vote 5-0. Return to open session at 5:32 p.m.

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to authorize Sheriff Mike Bitnar, Administrator Church with Commissioners Savoie and Shackleton to negotiate terms and a purchase price for 128 E. Portage Avenue, SSM to be consider by the full Board at a later date. On a voice vote, the motion CARRIED.

Committee Comments

Commissioner Shackleton addressed the Committee regarding an issue that is going to be talked about when the Building & Grounds Committee minutes are read Thursday at the Regular Board. Commissioner Shackleton wanted to let the Committee know that he is a volunteer Regional Director on the MyMichigan Corporate Board; a position which is non-paying voluntary role and is representing our area. Mr. Shackleton, will not be participating or voting on the MyMichigan land/lease topic, as he does have a conflict of interest. He indicated that if any of the member of the Board or the Chair has any concerns about this role on the MyMichigan Board; to please let him know and he will resign for the MyMichigan Board – as he does not want it to be a distraction. The Committee members all comment on the statement, regarding having representation on various boards and having our area represented and being able to provide the best care we can and continue to improve health care in the County and to the EUP.

Chairman Comments

No additional comments.

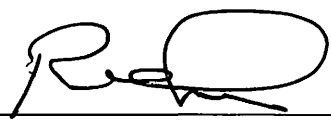
Adjourn

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

The meeting adjourned at 5:42 p.m.



Kelly J. Church, Recorder



Robert Savoie, Chairman.

**Building Grounds and Jail, Legislative and Natural Resources and
Information Technology Committee
Meeting Minutes
February 9, 2023**

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, February 9, 2023, at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Traynor called the meeting to order at 10:00 a.m. with a quorum present.

MEMBERS PRESENT: Robert Savoie, Scott Shackleton and Jim Traynor

MEMBERS ABSENT: None

OTHERS PRESENT: Holly Henderson, Tim Moher, Kevin Kalchik, Mike Bitnar, Damon Lieurance (10:24 a.m.), and Kelly Church

Additions/Deletions and Approval of the Agenda

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

Public Comments

Tim Moher addressed the Committee regarding the agenda item – MyMichigan – lease/land appraisal; Mr. Moher expressed his opinion that Commissioner Shackleton has a conflict of interest and that he needs to resign from the County Board. Mr. Moher addressed the County Commissioners fiduciary duty regarding the County's interest in the hospital and the need for a public hearing. He indicated that MyMichigan currently has an audit with material violations with regards to COVID monies.

MyMichigan President Kevin Kalchik spoke about the history of the War Memorial Hospital extension and the lease in 2011; which was an extension of the 1988 lease; and that the County had spun off the hospital to an independent non-profit corporation (501c3) in 1988. He answered the question about the audit brought up by Mr. Moher and indicated there that he is mistaken, there is no such audit.

Before the first agenda item, Commissioner Shackleton indicated that he will not be participating or voting on the MyMichigan topic, as he does have a conflict of interest; as he is also a Regional Director with MyMichigan Corporate, a volunteer position with no salary.

Agenda Items

Building and Grounds

MyMichigan – Lease/Land Appraisal

The Committee briefly reviewed the history of this proposal of selling the property associated with the current MyMichigan – Sault campus. MyMichigan President Kevin Kalchik reviewed the hospital's plans for the campus with estimated costs for projects that will have MyMichigan investing \$70 million dollars over the next seven years. Potential projects include investment in roof, window, water filtration, laboratory renovations, elevator replacement, surgery and pharmacy expansions, inpatient psych relation/renovation, parking lots and long-term care. Mr. Kalchik indicated that no County money has been used since 1988, that MyMichigan employs over 900 employees. He then reviewed the campus boundaries and the County and Hospital owned sheet; and explained that MyMichigan would like to have ownership of the property before they would

make such a large investment. Commissioner Savoie indicated that it's time to get the information on the land and its value and to decide so that MyMichigan does not relocate. The Committee wants the best health care possible for Chippewa County and the surrounding area. The proposal is to get two types of appraisals, to fact gather; one appraisal would be a bricks and mortar for the current market value for commercial property and the other would be an appraisal that is a conceptual value that takes in the value of the 60-year lease into account. There would be no financial obligation for the cost of the appraisals, as MyMichigan has agreed to pay for them. The County's only financial obligations would be for legal counsel costs. Integra Realty Resources and Northern Michigan Real Estate Consultants; who have experience with hospitals and knowledge of the MyMichigan – Sault campus have been contacted.

It was moved by Commissioner Savoie, supported by Commissioner Traynor, to authorize seeking two appraisals for the County owed portion of the MyMichigan – Sault campus. A conceptual appraisal and a bricks and mortar appraisal. On a voice vote, the motion CARRIED 2-0. (Commissioner Shackleton abstained)

Sheriff's Department – Storage Building

The Committee and Sheriff Bitnar reviewed the storage problem that has been an issue for many years; the Sheriff's Department needs dry heated storage with running water, to store, clean and repair equipment; including vehicles, boats, trailers and snowmobiles. The Sheriff brought the Committee three options to alleviate the storage issue 1) to upgrade the current leased building would be 1.7 million plus the cost of building 2) to build a new building 2.8 million plus property, if not already County owed, or 3) to purchase 128 E. Portage Avenue, SSM, MI (the former Lynn Auto Building). The property is currently for sale and has approximately 16,500 of usable space with some parking; the Sheriff has an estimate of 1.4 million to purchase and renovate the building, adding the needed amenities, water, heat, dry storage. The proposal also includes an area 32 x 40, which would help alleviate the County's needed storage. Discussion of the property history; including maintenance and inspection, as well as the pros and cons of having the equipment location moved, were discussed.

The next step was discussed and the Sheriff indicated he could set up an informal walk-through; for Committee members and Administration to see the property.

Animal Shelter Renovation

The Committee was updated and reminded of the proposed Animal Shelter Renovation; which was prompted by a substantial private donation. The Board of Commissioners previously approved Dynamic Design Group, Inc. to complete a two-phase design and engineering project; which is completed. The estimated cost of the project is 1.2 million; before any alterations, additions, or deletions, it would be a multi-phase project as the shelter still needs to be operational during the renovation. Shelter Manager reviewed funding; the fund currently has over \$800,000 in the donations special fund, with known continued donations annually over the next fifteen years. She spoke about the millage special fund briefly; indicating that those funds are specifically for direct animal care; but the past year, due to increased veterinary services; that fund balance of \$20,000 was used for FY2022. The millage is due to expire and she will be seeking an increase of the current 0.01 mills. Discussion followed; including the conditions of the current building, that is 20 years old and was not big enough from the first day of opening and that on average, 800 animals come through the shelter.

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to authorize and support releasing a Design Development/Build RFQ for the Shelter's renovation. On a voice vote, the motion CARRIED.


Committee and Chairman's Comments

Commissioner Savoie noted that no county monies have been used at this point for the Animal Shelter Project. Sheriff Bitnar returned with a time to walk through 128 E. Portage Avenue, Friday at 10:00 a.m.

Adjourn

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

Chairman Traynor declared the meeting adjourned at 11:08 a.m.



Kelly J. Church, Recorder



Jim Traynor, Committee Chairman