

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

April 11, 2023

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, April 11, 2023 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 available via Zoom.

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

MEMBERS ABSENT: Jim Martin

OTHERS PRESENT: Karen Senkus, Calvin Carter, Kevin Kalchik, Jim Robinson, and Kelly Church with Ben Sandtveit via Zoom.

Approval of the Agenda

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

Public Comment

MyMichigan President Kevin Kalchik briefly addressed the Committee regarding his outreach to the public regarding what MyMichigan would like to accomplish with the sale of the land; if asked about the County's position he just lets the public know that the County is continuing to gather information to decide on behalf of the County and its residents. Mr. Kalchick also addressed the Committee on an incident earlier today that put MyMichigan on lockdown due to a threat; Mr. Kalchick thanked all the responders and said that a unified incident command center was established until the incident was cleared by law enforcement.

Correspondence and Informational Items

The Committee reviewed the Investment Report, the VISA billing, and travel requests. No action required.

AGENDA ITEMS

Public Defender – MIDC 2024 Plan

The Committee reviewed the estimates for the FY2024 MIDC Plan, which includes six full-time positions; it includes an additional \$5,000.00 per attorney and adding a full-time social worker; FY2024 estimated budget is \$941,630.16. The major increases are due to Standard 8 assigned cases and the minimum compensation being assigned by the SOM's MIDC. Our Senior Regional Manager, Melissa Wangler has also indicated via email that without the County following the guidance and using the SOM Assistant Attorney General salaries that senior staff of the MIDC have stated that any plans submitted in April with rates below those floors will not be recommended for approval to the Michigan Indigent Defense Commission. The Committee was asked to authorize the release of the Public Defenders 2024 Budget, upon continued review of Administrator and Attorney Jim Robinson, to meet the April 2023 deadline. The Committee discussed budget constraints, and thanked Mr. Robinson.

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to authorize the release of the 2024 Public Defender's proposed budget to the MIDC's. On a voice vote, the motion CARRIED.

Central Dispatch - Emergency Telephone Service Enabling Act – Resolution to the Full Board – No Action Required

The Committee reviewed documentation from Director Greg Postma regarding the telephone surcharge collections for emergency telephone services; the continued collection of \$2.25 has been approved by the voters and submitted to the SNC (State 9-1-1 Committee) and reflects no increase. The Board will be asked to pass Resolution 2023-04 during Regular Session authorizing the surcharge. No action was taken.

Administration – Recycling Collection and Disposal Renewal January 1, 2024 through December 31, 2027

This agenda item was previously tabled by the full Board during Regular session in March 2023; regarding the renewal of the agreement between Chippewa County and Northern Transitions. – the agreement that establishes the Chippewa County Recycling Program – Recycling Collection and Disposal; with a proposed four-year term January 1, 2024 through December 31, 2027. The Board of Commissioners requested a change in operational hours of the recycling center drop off hours, Executive Director Joel Krupa’s response was reviewed.

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to un-table the Recycling Collection and Disposal Renewal Agreement. On a voice vote, the motion CARRIED.

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to approve and authorize signature for the renewal of the agreement between Chippewa County and Northern Transitions, Inc. for the Chippewa County Recycling Program – Collection and Disposal Agreement for a four-year term running January 1, 2024 thru December 31, 2027 and to request that NTI find a way for the drop-site be opened until at least 5:00 p.m. on Saturdays or later. On a voice vote, the motion CARRIED.

Administration – Abilita Retainer Agreement

The Committee reviewed a renewal Agreement between Chippewa County and Abilita; Abilita provides telecommunications assistance for our services and issues that may arise with outages and billing; the prices did increase \$25.00 per month.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize the Abilita Retainer Agreement between Chippewa County and Abilita, as presented for 24 months. On a voice vote, the motion CARRIED.

Administration – CIMA Renewal for Volunteer & Work Release Liability and Accident Insurance

The Committee reviewed the CIMA-VIS Renewal Application and Invoice for Insurance & Group membership for a policy term of 7-1-2023 to 7-1-2024 which help cover County Volunteers and those on work release when medical services are needed and the individuals do not have coverage.

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to approve and authorize the CIMA renewal application and Insurance Group Membership to help cover Volunteers and Work Release, at a price not to exceed \$4,717.85 for the policy term. On a voice vote, the motion CARRIED.

Administration – New Policy Use of Company-Issued Credit Cards

The Committee reviewed a new policy regarding use of County issued credit cards; this policy includes the ability of the employer to utilize payroll deduction to reimburse the County from employees’ salary if itemized receipts are not produced with 30-days of the charges or charges exceed the amount allowed by the travel policy or any ineligible charges.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize ‘Use of County-Issued Credit Card,’ as presented (Policy 318). On a voice vote, the motion CARRIED.

Administration – Disposer purchase

The Committee was updated on the emergency purchase necessary for the Correctional Facility kitchen; these two disposers are on back order.

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to approve the purchase of 2 Disposers for Restaurant Supply.com at a price not to exceed \$5,302.54. On a voice vote, the motion CARRIED.

Administration – Bid Summary for Copiers and Security Camera System

Copier Bid Summary

The Committee reviewed the bid summary for the Friend of the Court Office and Probate/Family Court Office, the low bid of \$4,917.55 each was quoted from National Office Products for Bizhub 360I. Two bids were received timely and met specifications, these replacement copiers were budgeted for and scheduled to be upgraded in FY2023.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize purchase of two Konica Minolta Bizhub 360I from National Office Products; one (1) for the Friend of the Court Office and one (1) for the Probate/Family Court Office each at the price of \$4,917.55. On a voice vote, the motion CARRIED.

Courthouse/County Building Camera System

The Committee reviewed the bid summary to replace and upgrade the three aging and obsolete security camera systems; this project was not budgeted for in the FY2023 budget and an amendment would be needed if approved. The low bid from Control Solutions, Inc. quote provides more storage and ability to add more cameras and includes courtroom monitoring that has been requested by the Courts.

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to approve and authorize purchase a new security camera system for the Courthouse/County Building from Control Solutions, Inc. at a price not to exceed \$61,465.00 as quoted; and to approve a budget amendment for the cost of the project. On a voice vote, the motion CARRIED.

Finance - Claims and Accounts – March – County and Health Department

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to recommend the approval of March County bills and payroll: general claims \$261,465.70, other fund claims \$1,227,183.88, payroll \$602,560.38, and Health Department claims \$264,857.34 and payroll \$344,585.63 total claims \$2,700,652.93. On a voice vote, the motion CARRIED.

Committee Comments

No additional comments.

Chairman Comments

Thanked Mr. Kalchick for getting the information on the MyMichigan-County potential property sale out in the community, as the more information we can provide will help the Board decide.


Adjourn

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

The meeting adjourned at 4:56 p.m.



Kelly J. Church, Recorder



Robert Savoie, Chairman.