

# FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

August 9, 2022

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, August 9, 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:** Jim Martin, Robert Savoie, Ted Postula and Don McLean

**MEMBERS ABSENT:** Scott Shackleton

**OTHERS PRESENT:** Karen Senkus, Mike Bitnar and Kelly Church; via Zoom Tiffany Escherich.

## Approval of the Agenda as Amended

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve the 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 MERS quarterly statement. No action is necessary.

## AGENDA ITEMS

### Health Department - DSTech Server Upgrade

The Committee reviewed a quote from DSTech to upgrade the Health Department Server; which was a budgeted item; at the cost of \$4,059.00.

It was moved by Commissioner McLean, supported by Commissioner Martin, to approve the quote from DSTech to upgrade the server at the cost of \$4,059.00 as presented. On a voice vote, the motion CARRIED.

### Health Department – Career Development Plan – Kelly Menard - \$1,200

The Committee reviewed a career development request for Kelly Menard to take a Certified Professional Biller (CPB) Training and upon successful completion be reimbursed \$1,200.00.

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve and authorize the career development plan for Kelly Menard to receive \$1,200 upon successful completion of the Certified Professional Billing Training. On a voice vote, the motion CARRIED.

### Health Department – MERS Establish MNA Division & Contribution Addendum

The Committee reviewed the MERS documentation necessary to establish a MNA division for the newly established Union.

It was moved by Commissioner Postula, supported by Commissioner Martin, to approve and authorize signature for the MERS Hybrid Plan Adoption Agreement and the Contribution Addendum for MERS Defined Contribution (and DC portion of Hybrid) for the Michigan Nurses Association Union of the Chippewa County Health Department. On a voice vote, the motion CARRIED.

### **Health Department – Oral Health Grant Quote**

The Committee reviewed the only quote received from the RFQ released for Oral Health Kindergarten Assessment Services; which will be grant funded, with no additional costs to the Health Department. The grant for MDHHS in the amount of \$52,175.00 was awarded on May 5, 2022. The proposal from UP Superior Smiles will cover 376 kindergarteners with a cost of \$130.00 per student.

**It was moved by Commissioner McLean, supported by Commissioners Martin; to approve the bid from UP Superior Smiles to provide Oral Health Kindergarten Assessment Services at the cost of \$130.00 per child and to write the contractual agreement for the full grant amount of \$52,175.00. On a voice vote, the motion CARRIED.**

### **Information Systems – RFP – SonicWall Firewalls**

The Committee reviewed the RFP from Information Systems for installation and programming for three (3) new physical SonicWall Devices.

**It was moved by Commissioner Postula, supported by Commissioner Martin, to approve the release of the RFP for SonicWall Firewalls. On a voice vote, the motion CARRIED.**

### **Circuit Court – Family Court – County Child Care Budget Summary (DHS-2091)**

The Committee reviewed the annual County Child Care Budget Summary for October 1, 2022 through September 30, 2023 totaling \$821,540.49.

**It was moved by Commissioner McLean, supported to Commissioner Martin, acknowledged and accepted the Chippewa County Child Care Budget Summary for October 1, 2022 through September 30, 2023, as presented. On a voice vote, the motion CARRIED.**

### **Sheriff's Department – Stonegarden Funds to purchase tracks for Polaris Ranger**

The Committee reviewed the request and quotes to purchase tracks for the Polaris Ranger; to be able to utilize the unit for year-round services. Four quotes were received, with only one being local; the CCSO requested that the local vendor be approved; as the bids were all within less than \$530.00; with the local vendor also being able to provide service.

**It was moved by Commissioner Martin, supported by Commissioner McLean, to approve and authorize FY19 OPSG funds to purchase tracks for the Polaris Ranger from Chippewa Motors Inc., at the price of \$6,423.13. On a voice vote, the motion CARRIED.**

### **Sheriff's Department – Wage Adjustments & Bonuses**

The Committee reviewed a letter from the Sheriff seeking to advance three (3) recently hired MCOLES Deputy Sheriff's to the 1-year wages step of the Road Patrol Contract based on the prior service and experience of the Deputies Eby, Piche and Moran. The Sheriff also sought approval to pay one-time signing bonuses of \$2,500.00 to the same three from the First Responder Grant he was awarded.

**It was moved by Commissioner McLean, supported by Commissioner Martin, to approve the three (3) Deputies Eby, Piche and Moran to advance to the 1-year wage step of the Road Patrol Contract and to pay a one-time bonus of \$2,500.00 from the First Responder Grant. On a voice vote, the motion CARRIED.**

### **Sheriff's Department – Facility Storage Lease EDC**

The Committee reviewed a letter of understanding between the Sheriff's Department and the Chippewa County EDC to lease Building 429 for exclusive use by the Chippewa County Sheriff's Office; with no changes from the prior year. the cost is \$420.00 per month plus utilities.

It was moved by Commissioner Postula, supported by Commissioner Martin, to approve and authorize the lease between the Chippewa County Sheriff's Office and the Chippewa County EDC for the use of Building #429; at the cost of \$420.00 per month plus utilities (same price as 2022). On a voice vote, the motion CARRIED; with Commissioner McLean abstaining from the vote.

**Administration – County Building Offices Air Conditioner Replacement**

The Committee received and reviewed pricing to replace a unit at the County Building, which the motor has died. The proposal from Albert Heating and Cooling of \$5,502.00 was recommended, as it will match the other units on the building; which maintenance is familiar and has the filters needed on hand.

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve the proposal from Albert Heating and Cooling in the amount of \$5,502.00 to replace the failed unit at the County Building and to waive the County purchasing policy. On a voice vote, the motion CARRIED.

**Finance - Claims and Accounts**

**July – Billing - Budget Amendments - Approve Beginning Fund Balances to Audit**

It was moved by Commissioner Postula, supported by Commissioner Martin, to recommend the approval of July County bills and payroll: general claims \$363,538.42 other fund claims \$1,110,240.98, payroll \$819,589.40, and Health Department claims \$295,786.15 and payroll \$242,648.80 total claims \$2,831,803.75; approve the budget amendments as presented and the beginning fund balances from the Audit. On a voice vote, the motion CARRIED.

8/9/2022		Chippewa County					
		Budget Amendments		Original Budget	Amended Budget	Change	Description
<b>Revenue</b>							
231-000-439-001	SF - Adult Use Marijuana	SOM Revenue		0.00	169,360.32	169,360.32	Marijuana Allocation
231-000-699-101	SF - Adult Use Marijuana	Transfer from GF		0.00	30,639.68	30,639.68	Transfer General Fund
237-000-543-237	SF - First Responder Grant	SOM Grant		0.00	78,939.00	78,939.00	Grant from SOM
282-000-676.000	SF - Animal Control Millage	Reimbursement		0.00	11,352.00	11,352.00	Grant from Two Seven Oh, Inc.
						\$ 290,291.00	
<b>Expenditures</b>							
101-999-999-231	General Fund	Transfer Marijuana Fund		0.00	30,639.68	\$ 30,639.68	Transfer Out
231-000-704.000	SF - School Resource Officer	Salaries		0.00	45,000.00	\$ 45,000.00	SRO Wages - 6 months
231-000-706.000	SF - School Resource Officer	Overtime		0.00	5,000.00	\$ 5,000.00	SRO - Overtime
231-000-715.000	SF - School Resource Officer	Fringe		0.00	35,000.00	\$ 35,000.00	SRO Fringe - 6 months
231-000-727.000	SF - School Resource Officer	Supplies		0.00	3,000.00	\$ 3,000.00	SRO - Supplies - 6 months
231-000-742.000	SF - School Resource Officer	Vehicle - Gas Oil/Maint		0.00	8,000.00	\$ 8,000.00	SRO - 6 months
231-000-745.000	SF - School Resource Officer	Uniforms and Cleaning		0.00	2,000.00	\$ 2,000.00	SRO - Uniforms - 6 months
231-000-860.000	SF - School Resource Officer	Travel/Training		0.00	8,000.00	\$ 8,000.00	SRO - 6 months
231-000-978.000	SF - School Resource Officer	Equipment/Furniture		0.00	94,000.00	\$ 94,000.00	SRO - see list below
232-000-979.000	SF - Community Corrections	Equipment/Furniture	150,000.00	210,000.00	\$ 60,000.00		Body Scanner
237-000-704-000	SF - First Responder Grant	Wages		0.00	12,500.00	\$ 12,500.00	FR Signing bonuses
237-000-715-000	SF - First Responder Grant	Fringes		0.00	2,500.00	\$ 2,500.00	FR Fringes
237-000-860-000	SF - First Responder Grant	Travel/Training		0.00	46,470.00	\$ 46,470.00	FR Travel/training - See below
237-000-901-000	SF - First Responder Grant	Advertisement		0.00	10,000.00	\$ 10,000.00	FR Advertisement/social media
237-000-979-000	SF - First Responder Grant	Equipment/Furniture		0.00	7,469.00	\$ 7,469.00	FR Equipment
282-000-979.000	SF - Animal Control Millage	Equipment/Furniture	10,000.00	21,352.00	\$ 11,352.00		Commercial Washer and Dryer
						\$ 338,939.00	

**SRO - Equipment**

- 2 - body Cameras
- 2 - tasers
- 2 - handguns
- 2 - rifles
- 2 - first aid kits for patrol vehicle
- 2- cameras
- 2 - pbt's
- 2 - radars
- 2 - leather gear
- 2 - collar brass for uniforms
- 2 - general patrol equipment
- 2 - vehicles

**First Responder Grant**

- Equipment (tent, banner, podium, laptop)
- Recruitment (signing bonuses & advertisement)
- Trainings (corrections academy, evidence tech, Field training officer, Mcoles, Mental Health, traffic crash, first line, search and rescue)

**Committee Comments**

No Committee comments.


**Chairman Comments**


No Chairman comments.

**Adjourn**

**It was moved by Commissioner Martin, supported by Commissioner Postula to adjourn.**

The meeting adjourned at 4:52 p.m.

  
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Kelly J. Church, Recorder

  
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Robert Savoie, Chairman.