

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE

MEETING MINUTES

December 20, 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, Jim Martin, and Don McLean

MEMBERS ABSENT: None

OTHERS PRESENT: Jim Traynor, Karen Senkus, Marta LaLonde, Mike McCarthy and Kelly Church; via Zoom
Damon Lieurance and Calvin Carter.

Approval of the Agenda

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

Public Comment

Mike McCarthy gave an annual update from the Chippewa/Luce/Mackinac Conservation District reviewing staffing, programs, partnerships, and grants sought by the District Office; total dollars generated for 2022 is 1,382,465. The Committee was updated on the Munuscong River Watershed program, Pickford Township Park project, plus many other accomplishments for the District in 2022.

Correspondence and Informational Items

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

AGENDA ITEMS

Health Department Programming Updates

- Home Health update
- Hospice update
- Home Care/Private Duty update

The Committee received and reviewed the programming data for the Home Health Program monitoring the Performance Improvement Projects (PIP) which are all showing improvement. The programs Home Health, Hospice and Home Care/Private Duty programs 1,136, 259, and 25 admissions since October 1, 2021. The Committee reviewed the statistics of each program including corrections, infection, unusual occurrences, and admissions to the programs with the Committee and sought to answer any questions regarding the reports. This a review by the Board to provide oversight to the Health Department.

It was moved by Commissioner Shackleton, supported by Commissioner Postula, to acknowledge oversight and the programming updates for Home Health, Home Care/Private Duty and Hospice services provided by the CCHD have been reviewed. On a voice vote, the motion CARRIED.

Sheriff's Department – Purchase Snowmobile via Grant \$10,000 and County match \$1,530

The Committee reviewed a request to purchase a 2023 Ski-Doo Renegade 900 Ace Ripsaw for the Sheriff's Department to increase the capabilities within the Snowmobile Division. The State of Michigan Snowmobile grant is 85% SOM and 14% County match. A quote from All-Star Marine & Powersports meets the requirements of the Sheriff's Department at a price of \$11,530.00 (SOM Grant covering \$10,000.00 and County match of \$1,530).

It was moved by Commissioner McLean, supported by Commissioner Martin, to approve the All-Star Marine & Powersports quote of \$11,530.00 to purchase a 2023 Ski-Doo Renegade 900 using the SOM Snowmobile Law Enforcement Grant, as follows: \$10,000.00 grant and \$1,530 County match, this purchase has been fully vetted by the SOM Grant. On a voice vote, the motion CARRIED.

Sheriff's Department – Stonegarden Purchase Request Covered Snowmobile Trailer - Grant \$5,999.00 and County \$2,000.00

The Committee reviewed a request to purchase a covered Snowmobile Trailer, using Stonegarden funds from Gaylor-Thompson Sales and Service for \$7,999.00. The purchase partially through Stonegarden would cover \$5,999.00 and the County \$2,000.00. This trailer will help protect the equipment in transport and help for quick responses to emergency situations. The purchase was approved at the Federal and State level for the \$5,999.00 and the County portion was budgeted.

It was moved by Commissioner Martin, supported by Commissioner Postula, to approve the purchase of the 2023 Triton TX 128 Hybrid Snow trailer from Gaylor-Thompson Sales and Service at the price of \$7,999.00. The Stonegarden grant covering \$5,999.00 and the County \$2,000.00; this purchase meets the Federal and State requirements of the Stonegarden Grant. On a voice vote, the motion CARRIED.

Sheriff's Department – Stonegarden Purchase Snowmobile via Grant \$15,563.99

The Committee reviewed a second snowmobile purchase request to buy a 2023 Ski-Doo MPBA 900 from Ride North at the price of \$15,563.99 all reimbursable from the Stonegarden funding. The snowmobile will increase the capabilities with the Snowmobile Division and help with the aging of the current snowmobiles in use. The local vendor could not obtain this sled; and the Sheriff Departments preference is to stay with the Ski-Doo brand.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to approve the purchase of the 2023 Ski-Doo MPBA 900 from Ride North at the price of \$15,563.99 which will be reimbursed from the Stonegarden grant; this purchase meets the Federal and State requirements of the Stonegarden Grant. On a voice vote, the motion CARRIED.

Sheriff's Department – Law Enforcement Services Drummond Island Township 2023

The Committee reviewed a contract for supplemental law enforcement patrol services between the Chippewa County Sheriff's Office and Township of Drummond Island; a term running January 1, 2023 to December 31, 2023 at a rate of \$56.00 per hour. The parties may agree to a 30-day termination of this contract.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to approve the Contract for Law Enforcement Services between the Township of Drummond Island and the Chippewa County Sheriff's Office to provide supplemental services at \$56.00 per hour to the Township of Drummond Island. On a voice vote, the motion CARRIED.

Central Dispatch – Office of Emergency Services – Fund 211 Training

Prehospital Trauma Life Support \$1,511.65

Train the Trainer \$100.00 per student

The Committee was asked to approve expenditures for two trainings PHTLS and Train the Trainer, the Prehospital Trauma Life Support training was completed on December 11th with 10 persons in training at \$215.95 per person for a total of \$2,159.50. The Train the Trainer will be held starting January 30, 2023 and will be \$100.00 per first responders attending out of Chippewa County. Director Postma is estimating a \$1,000.00 total for the OES attendees.

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to approve the payments for the Prehospital Trauma Life Support and the Train the Trainer for 800 mhz for \$2,159.50 and an estimated \$1,000.00. On a voice vote, the motion CARRIED.

Central Dispatch – Office of Emergency Services – Service Agreement Renewals

Motorola Services - \$25,250.00

Colligo GIS \$3,000.00

The Committee reviewed two service agreement renewals for long standing vendors with Central Dispatch; Motorola Solutions, who provides upkeep and maintenance of the radio systems and Colligo GIS, who provide upkeep and maintenance of the mapping for the CAD (Computer Aided Dispatching System).

It was moved by Commissioner Postula, supported by Commissioner McLean, to approve the Service Agreements for Motorola Solutions at \$25,250.00 and Colligo GIS at \$3,000.00, as presented. On a voice vote, the motion CARRIED.

Courts – Maintenance and Support Agreement Renewals with JAVS

Probate Court - \$4,451.00

District Court - \$5,904.00

Circuit Court \$5,963.00

The committee reviewed the maintenance and support agreements held between the three Chippewa County's Courts and JAVS (Justice AV Solutions), who provide extended warranty coverage, preventative maintenance, support, and services for the recording systems.

It was moved by Commissioner Martin, supported by Commissioner McLean, to approve the maintenance and support agreements from JAVS – Justice AV Solutions for agreements with Probate Court for \$4,451.00, District Court for \$5,904.00 and Circuit Court for \$5,963.00. On a voice vote the motion CARRIED.

Administration – MMRMA 2023 Renewal (Net Asset Distribution/Renewal/Contribution)

The Committee reviewed the net asset distribution of \$43,421.00, which is recommended to be returned to the County's loss fund and the proposed contribution for renewal of FY2023 for the County's Property and Liability Insurance including the Health Department. The County's outstanding reserves still exceed the minimum requirements of one and half times self-insured retention \$112,500.00 plus any known reserves; due to this underwriting has increased the County member loss fund contribution by \$50,000. Total premium for the year is \$310,787.00; with the CCHD portion being \$94,328

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve the net asset distribution of \$43,421.00 be returned for the County's loss fund and to approve the renewal and contribution breakdown as presented totaling \$310,787.00 to MMRMA for the County's FY2023 Property and Liability Insurance. On a voice vote, the motion CARRIED.

Administration- HVAC Annual Maintenance Agreement \$4,064.00

The Committee reviewed the HVAC Annual Maintenance Agreement for the County Building, there is no price change.

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to approve the renewal of the HVAC Annual Maintenance Agreement for the County Building with Albert Heating and Cooling at a price of \$4,064.00. On a voice vote, the motion CARRIED.

Administration – Subordinating Non-Diminishing Mortgage – Smith-Nunnemaker

The Committee received a request to subordinate the County position on a mortgage under the Community Home Improvement Program for \$5,000.00 in September 2007, to further assist the homeowner with a new mortgage. (Reference: Liber 1041, Page 849)

It was moved Commissioner McLean, supported by Commissioner Postula, to approve the Subordination Agreement, Liber 1041, Pages 849 for the Community Home Improvement Loan from September 2007 to further assist the homeowners Smith-Nunnemaker. On a voice vote, the motion CARRIED.

Administration –MERS TPOAM Updates

The Committee reviewed MERS documentation for changes to the TPOAM Union contract; setting up an Employer funded 457 effective January 1, 2023.

It was moved by Commissioner Shackleton, supported to Commissioner Postula, to approve the MERS 457 Participation Agreement for TPOAM Union members that are in the Hybrid retirement. On a voice vote, the motion CARRIED.

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

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to recommend the approval of November County bills and payroll: general claims \$297,282.90 other fund claims \$1,290,685.40, payroll \$615,127.42, and Health Department claims \$331,210.39 and payroll \$233,304.39 total claims \$2,767,610.50. On a voice vote, the motion CARRIED.

Finance – Budget Amendments for FY2022

The Committee reviewed the year end budget amendments, and discussed the continued funding of MERS unfunded liability, as by paying these down, it will help reduce monthly expenditures in the future and lower our costs for general operations.

It was moved by Commissioner Shackleton, supported by Commissioner Postula, to approve the year-end budget amendments and to include a MERS payment from the General Fund to cover MERS divisions with unfunded liabilities. On a voice vote, the motion CARRIED.

Committee Comments

No Committee comments.

Chairman Comments

Chairman Bob Savoie talked about the amount of money the County budget and the increased expenditures and he thanked everyone for their services to the County, as well as, Holiday wishes.

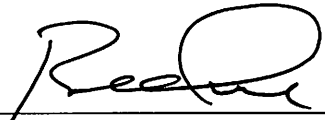
Adjourn

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

The meeting adjourned at 4:49 p.m.



Kelly J. Church, Recorder



Robert Savoie, Chairman.