

# FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

September 9, 2021

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, September 9, 2021 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Savoie called the meeting to order at 5:30 p.m. with a quorum present. The meeting was also available via Zoom.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Angie McArthur, Joanne Galloway (via Zoom), Jennie Hoffman (via Zoom), Don McLean, Karen Senkus, Lana Steinhaus and Kelly Church.

## Additions/Deletions to the Agenda

It was moved by Commissioner Postula, supported by Commissioners Shackleton to amend the agenda by adding: 2b – Custom Technology; 4 c – Premier Biotech and 6 e – BC/BS renewal. 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

EUPISD's Angie McArthur updated the Committee regarding the EUP Connect Collaborative, which is seeking funds and support to bring affordable and equitable internet services to the Eastern Upper Peninsula. The group has twelve schools, sixteen townships and the City of SSM involved. She asked that the Board join the collaboration; including appointing someone to the group and to adopt the Resolution which is seeking \$217,68.00 of the ARPA funds to invest in the project.

## Correspondence and Informational Items

The Committee reviewed the Treasurer's Investment reports, the VISA billing, travel requests and the Health Department's Healthcare First summary. No action is necessary.

## AGENDA ITEMS

### Health Department – 2021-2022 Budget & Contracts

The Committee reviewed the proposed CCHD 2021-2022 budget, with a budgeted \$4,569 surplus, that includes \$847,000 in COVID funds, \$19,500 in equipment, \$28,550 in travel (approximately 70% reimbursable) with Home Health and Hospice showing a deficit of \$139,733 but carrying \$438,062 in overhead. The Health Department allocation from the County would remain the same as the prior year at \$204,000.

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to approve the 2021-2022 CCHD budget as presented; including authorizing the Health Officer's signature on the various maintenance and support contracts, as presented. On a voice vote, the motion CARRIED.

### Health Department – CCHD Organization Chart

The Committee reviewed the updated organization chart, which only updated names.

**It was moved by Commissioner Baron, supported by Commissioner Postula, to approve the Chippewa County Health Department Organizational Chart as presented. On a voice vote, the motion CARRIED.**

**Health Department – Engagement Letter – FosterSwift (legal)**

The Committee reviewed an engagement letter from FosterSwift to provide legal services to CCHD at an hourly rate of \$255 per hour through December 31, 2021, after which the rates may increase by 5%. The Committee discussed setting a limit on the costs.

**It was moved by Commissioner Shackleton, supported by Commissioner Martin, to approve and authorize the engagement letter for legal services between the Health Department and FosterSwift; as presented. On a voice vote, the motion CARRIED.**

**Health Department – Release RFQ – HD Vehicle for M.O.M program w/trade**

The Committee reviewed the request to release the RFQ including the trade-in of the 2018 Dodge Promaster Cargo Van.

**It was moved by Commissioner Martin, supported to Commissioner Baron, to authorize the release of the RFQ for a Health Department vehicle for the M.O.M program including a trade-in. On a voice vote, the motion CARRIED.**

**Health Department – Contract tracing and case investigation positions (COVID funding)**

The Committee reviewed the request to fill temporary support staff positions for contact tracing and case investigators with COVID funding. Positions include five (5) contact tracers/case investigators for general community and K-12 cases and three (3) health resource advocates to work directly in schools assisting with testing and case investigation.

**It was moved by Commissioner Baron, supported by Commissioner Postula, to approve filling the temporary support staff for COVID tracing and investigation and paid via COVID funds. On a voice vote, the motion CARRIED.**

**Information Systems – Purchase eight (8) budgeted Computer – Dell \$7,741.36**

The Committee reviewed the low quote from Dell to purchase (8) eight OptiPlex 7090 SFF computers at the price of \$967.67 each.

**It was moved by Commissioner Shackleton, supported by Commissioner Baron, to approve the purchase of (8) OptiPlex 7090 SFF at \$967.67 each or total price \$7,741.36. On a voice vote, the motion CARRIED.**

**Information Systems - Custom Technology – \$700.00**

The Committee was updated on the Circuit Courtroom speed fiber upgrade that was previously approved at the price of \$10,959.16 and the need to increase the approval to \$11,659.16 because of a more expensive switch that was used because of shortages in the supply chain.

**It was moved by Commissioner Shackleton, supported by Commissioner Postula, to authorize the additional \$700.00 expenditure to Custom Technology, due to the higher priced switch. On a voice vote, the motion CARRIED.**

**MIDC/Public Defender contracts – Legal Services Agreement (Conflict Attorney) and Investigators**

- **Legal Services Agreements 10-1-2021 to 9-30-2022**
  - **Fred Feleppa, Chad Peltier, Glenn Sarka, Brian Bloch, Michael Brown and Craig Elhart**
- **Investigators 10-1-2021 to 9-30-2022**
  - **Hill Investigations, Bill Anderson**

Upon review; the Committee approved the contracts as presented.

**It was moved by Commissioner Postula, supported by Commissioner Baron, to approve and authorize the new Legal Services contracts and Investigator contracts starting October 1, 2021 through September 30, 2022, as presented. On a voice vote, the motion CARRIED.**

**50<sup>th</sup> Circuit Court - Drug Court contracts 10-1-2021 to 9-30-2022**

The Committee reviewed contracts for the 50<sup>th</sup> Circuit Court Drug Court from ML Consultant, Great Lakes Recovery Centers, Inc. and Premier Biotech for approval.

**It was moved by Commissioner Baron, supported by Commissioner Postula, to approve and authorize the 50<sup>th</sup> Circuit Drug Court contracts for 2021-2022 for ML Consultants (\$45,000); Great Lakes Recovery Centers, Inc. (\$8,200); and Premier Biotech (prices as quoted) as presented. On a voice vote, the motion CARRIED.**

**Sheriff's Department – Equipment Purchases – Replace Correctional Facility Dishwasher - \$16,467.83  
Letter of Understanding Sheriff & Chippewa County EDC – Building 429 - \$5,040.00**

The Committee was updated on a prior emergency approval for \$16,467.83 to replace the Correctional Facility's dishwasher, Hobarts does have the old washer running with a used motor and an additional invoice of approximately \$850.00.

The Committee reviewed a renewal Letter of Understanding between the Sheriff and Chippewa County EDC for exclusive use of building #429, at the cost of \$420.00 per month plus utilities. It is an increase of \$20.00/month.

**It was moved by Commissioner Baron, supported by Commissioner Postula, to approve the Stafford-Smith, Inc quote to replace the Correctional Facility's dishwasher at the price of \$16,467.83 and to authorize the Letter of Understanding between the Sheriff and the Chippewa County EDC for exclusive use of building #429 at the price of \$420.00 per month plus utilities. On a voice vote, the motion CARRIED.**

**Administration – Release Snowplowing and Removal RFQ's**

The Committee reviewed the annual snowplowing and removal RFQ's for the County Building lot, Bingham Street parking, Animal Control, Central Dispatch and Building 429.

**It was moved by Commissioner Shackleton, supported by Commissioner Baron, to release the RFQ's for snowplowing and removal and to add the Health Department walk way. On a voice vote, the motion CARRIED.**

**Administration – Guidehouse Statement of Work – ARPA firm**

The Committee was given a brief update on the services that will be provided by Guidehouse and the reasons Guidehouse was chosen. The services will provide financial consulting services for administration, oversight and reporting of the Federal and State grant monies related to ARPA.

**It was moved Commissioner Baron, supported by Commissioner Martin, to authorize the Statement of Work with Guidehouse to provide financial consulting to Chippewa County for the ARPA funds. On a voice vote, the motion CARRIED.**

**Administration – NorthCare 2022 County Liquor Tax Funding Request**

- **Sobriety Court - \$31,000.00**
- **Health Department - \$30,300.00**
- **50<sup>th</sup> Circuit Drug Court - \$28,000.00**
- **Public Defender’s Office - \$5,000.00**

**It was moved by Commissioner Martin, supported by Commissioner Baron, to accept and forward FY22 Liquor Tax Funds requests as presented to NorthCare Network – Substance Use Disorders:**

- **Sobriety Court - \$31,000.00**
- **Health Department - \$30,300.00**
- **50<sup>th</sup> Circuit Drug Court - \$28,000.00**
- **Public Defender’s Office - \$5,000.00**

**On a voice vote, the motion CARRIED.**

**Administration – Clock Arm Restoration**

The Committee reviewed the Clock Arm Restoration project, previously the clock arms were replaced, but it was determined the arms were too heavy for the mechanisms to operate. The project requires a 120-foot lift and additional insurance. The Committee discussed the projects viability, as there is no guarantee the cypress wood is going to be light enough for the clock operations. The historical aspect of the building as discussed and the project price of \$12,200 (\$7,700 for the lift and \$4,500 in labor); along with the \$3,500 liability insurance that runs out on November 1, 2021. Discussion followed.

**It was moved by Commissioner Baron, supported by Commissioner Shackleton, to pass on the Clock Arm Restoration project at this time. On a voice vote, the motion CARRIED.**

**Administration – 44North – Health Care Renewal**

The Committee reviewed the health care renewal from 44North for FY2022, and reviewed the line of business including ARORx prescriptions; with an overall increase 4.99% from the FY21 rates. 44North is still looking into some future savings from the Blues.

**It was moved by Commissioner Shackleton, supported by Commissioner Baron, to approve and authorize the FY2022 health care renewal with 44North, with an overall 4.99% increase from FY21, and to adopt the line of business as presented. On a voice vote, the motion CARRIED.**

**Finance - Claims and Accounts**

**It was moved by Commissioner Shackleton, supported by Commissioner Postula, to recommend the approval of July County bills and payroll: general claims \$415,576.07 other fund claims \$2,876,268.86, payroll \$599,044.53, and Health Department claims \$290,615.02 and payroll \$189,748.22 total claims \$4,371,252.70. On a voice vote, the motion CARRIED.**

**CLOSED SESSION – (Union negotiations)**

**It was moved by Commissioner Baron, supported by Commissioner Martin, at 6:09 p.m. to move into closed session to discuss Union negotiations. On a roll call vote, 5-0, the motion CARRIED.**

**Chairman Savoie declared the closed session ending at 6:43 p.m.**

**It was moved by Commissioner Shackleton, supported by Commissioner Baron, to reconvene the Finance Committee meeting at 6:43 p.m. On a roll call vote 5-0, the motion CARRIED.**

**Committee Comments**

Commissioner Shackleton passed along a congratulations to Kelly Church for the Administrator position appointment.

**Chairman Comments**

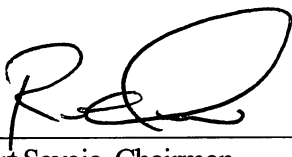
None

**Adjourn**

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

The meeting adjourned at 6:44 p.m.

  
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Kelly J. Church, Recorder

  
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Robert Savoie, Chairman.