

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

May 5, 2026

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, May 5, 2026, at the Chippewa County Building in Sault Ste. Marie, Michigan. Finance Chairman Shackleton called the meeting to order at 4:30 p.m. with a quorum present.

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

MEMBERS ABSENT: Justin Knepper

OTHERS PRESENT: Anthony Zakic, Cady Bauers, and Kelly Church

Approval of the Agenda

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, 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 travel requests; and the quarterly DTRF/OPEB reports. No action is required.

AGENDA ITEMS

Health Department – Marijuana Safety Campaign 2026 Billboard Placement and Medication Lockboxes (Marijuana Grant)

\$6,000.00 (Lamar Advertising)

\$7,138.00 (Medicine Safe) (80 high security medication travel bags & 180 Carrying Cases)

The Committee reviewed quotes and the signage from Lamar Advertising for \$6,000.00 for the 2026 marijuana safety billboard campaign and the quote from Medicine Safe in the amount of \$7,138.00 to purchase 180 medication carrying cases and 80 high security medication travel bags both purchases will be from the Marijuana Grant funds. The lockboxes and bags are distributed at community events, through the Harm Reduction Van or directly at the Health Department upon request.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize the media advertisement for the 2026 Marijuana Safety Campaign with billboards by Lamar Advertising for \$6,000.00, and \$7,138.00 to Medicine Safe to purchase medication carrying cases and high security medication travel bags, to promote marijuana safety in our community, funding through Michigan Department of Licensing and Regulatory Affairs Marijuana Regulatory Agency under the Medical Marijuana Operation and Oversight Grant. On a voice vote, the motion CARRIED.

Public Defender - MIDC Conflict Legal Services Agreement W. Clayton Graham 4/26/2026 through 9/30/2026

The Committee was asked to approve a new legal services conflict attorney agreement between Chippewa County and W. Clayton Graham effective April 26, 2026, through September 30, 2026, at the MIDC rates of \$130/hour for arraignments/misdemeanors, \$142.50/hour for felonies, \$155/hour for capital cases plus mileage at \$0.725/mile, or current federal mileage rate.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize the new legal services contract with W. Clayton Graham starting April 26, 2026, through September 30, 2026, for MIDC Conflict Attorneys, as presented. On a voice vote, the motion CARRIED.

Prosecuting Attorney – LexisNexis Renewal Contract \$458/month

The Committee reviewed the Prosecuting Attorney's request for a 1-year renewal of their LexisNexis service contract which provides legal research and case law, litigation analytics and supports the entire lifecycle of a criminal case from investigation through trial as well as post-conviction work. The 1-year renewal is \$458 per month for the office.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve and authorize the LexisNexis 1-year renewal contract for the Prosecutor's Office at the cost of \$458 per month, as presented. On a voice vote, the motion CARRIED.

Information Systems – Bid Summary – Multi-factor Authentication

The Committee was updated on the County-wide Multi-factor Authentication request for proposals that were received, three in total, of which none met bid requirements. Information Systems is asking that the RFP be republished with a due date of June 2, 2026, to meet the deadline for the June Finance Claims and Accounts meeting.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize re-posting the Request for Proposals for the County-Wide Multi-factor Authentication with a due date of June 2, 2026, as requested. On a voice vote, the motion CARRIED.

Information Systems – Criminal Justice Information Services Management Policies

Policy 801 – Awareness and Training CJIS (new)

Policy 802 – Auditing and Accountability (new)

The Committee reviewed the first two of many new policy requests from the County's Information Systems Department regarding Criminal Justice Information Services. Chippewa County will need to meet CJIS requirements because we handle highly sensitive criminal justice data, and access to that data is legally conditional on following strict security rules so that the Sheriff's Office, Prosecutor's Office, Courts and Dispatch can maintain that access and the County passes all lien audits. Policies 801 – Awareness and Training CJIS and Policy 802 – Auditing and Accountability were presented for approval.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve the Criminal Justice Information Services Management Policies 801 – Awareness and Training CJIS and 802 – Auditing and Accountability, as presented and to meet CJIS requirements. On a voice vote, the motion CARRIED.

Administration – FOIA Appeal of Denial of Public Records – Munro – Assessment Roll

The Committee was updated and notified of a written appeal of a Freedom of Information Act denial dated April 20, 2026, which originated from a FOIA request dated March 25, 2026 – seeking a copy of the County's assessment roll. The appeal is for the cost of the information, which is established at \$6,500.00, this fee was established back in 2020. Administration has sought legal services to help respond appropriately to this appeal, as this is a new circumstance that we have not dealt with in the past. The Committee was notified that Mr. Alexander Munro, the complainant, would like to be part of the appeal process; a process we do not currently have a procedure for and will be establishing and updating the County's FOIA policy to clarify. The Committee was asked to refer the appeal to the Personnel/Equalization and Apportionment/Transportation/Health and Social Services Committee, as the request started with the Equalization Department.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to refer the FOIA Appeal of Denial dated April 20, 2026, to the Personnel/Equalization and Apportionment/Transportation/Health and Social Services Committee, so that the complainant can participate with appeal, as requested. On a voice vote, the motion CARRIED.

Administration – Johnson Controls – Chippewa County Jail deficiencies \$6,317.57

The Committee reviewed a proposal and service agreement from Johnson Controls regarding the recent annual fire sprinkler inspection at the Chippewa County Jail showing items of deficiencies due to not meeting NFPA (National Fire Protection Association) code requirements. Included in the price were required 5-year inspections, sprinkler head replacement, replace 1” site glass orifice and replace fire hoses near the report room and the cabinet on the 2nd floor.

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve and authorize the proposal and service agreement CPQ-1230589 with Johnson Controls total cost \$6,317.57 for required inspections and correct deficiencies per NFPA code requirements in the Chippewa County Jail, as presented. On a voice vote, the motion CARRIED.

Administration – Rooftop HVAC Unit replacement for District Court \$6,248.00 less rebate of \$1,000.00 through Cloverland Electric

The Committee received and reviewed an updated proposal from Albert Heating and Cooling, to replace a mini split for the District Court (Judge’s Office); as the replacement did not happen in FY2025 due to scheduling on the County’s part. Option 2 provides additional heating backup capabilities and will run down to -22 degrees at the cost of \$6,248.00 of which there is a \$1,000.00 rebate through Cloverland Electric; the unit includes a 1-year labor warranty on work performed and a 12-year manufacturer warranty.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize the Mitsubishi MUZ-FX 9,000 BTU HVAC Unit replacement for District Court, at the cost of \$6,248.00 through Albert Heating and Cooling with the \$1,000.00 rebate through Cloverland Electric. On a voice vote, the motion CARRIED.

Administration – Courthouse repairs Clock Tower and Northwest corner \$43,698.08

The Committee reviewed an updated estimate from National Painting Contractors/JAMA Development to repair all rotted wood on the clock tower and just under the clock tower including the northwest corner of the 2nd floor where visibility shows rotted wood. JAMA will provide the services at the estimated price of \$43,698.08 including scraping, prepping, painting, replacing all rotted wood and trade related work, as needed to achieve a quality finish. This area was originally patched as a short-term fix; the committee will be notified immediately if any additional repairs are found during the project.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize the National Painting Contractors/JAMA Development estimate of \$43,698.08 to repair the Courthouse Clock Tower and Northwest corner of the 2nd Floor, including replacement of the rotted wood and painting, as fully described in Estimate 1497, dated March 11, 2026. On a voice vote, the motion CARRIED.

Finance - Claims and Accounts – April County

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to recommend the approval of April bills and payroll: general claims \$504,301.54, other fund claims \$1,047,057.25, payroll \$893,474.12 total claims \$2,444,832.91, as presented and to acknowledge the various monthly financial reports. On a voice vote, the motion CARRIED.

Committee Comments

Commissioner Martin thanked the Commissioners who attended last month's Regular meeting with regards to the discussion on the Data Centers, as he was unable to attend. A brief discussion followed regarding the preparedness of the presenters and the information they shared; and the Committee reiterated the zoning authority in Michigan is primarily handled at the township level.

Commissioner Traynor wanted to clarify from last month’s Regular meeting that he is all for open government and agrees that Non-Disclosure Agreements should not be made and he would not sign an NDA.

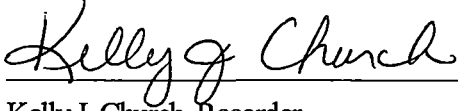
Chairman Comments

Chairman Shackleton comments were included above regarding the data center information.

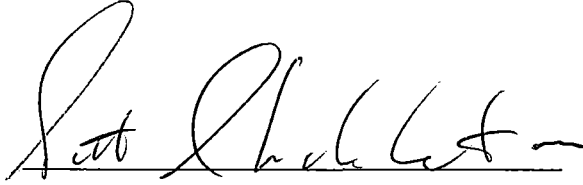
Adjourn

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

The meeting adjourned at 4:51 p.m.



Kelly J. Church, Recorder



Scott Shackleton, Chairman.