

# FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

August 13, 2024

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, August 13, 2024 at the Chippewa Courthouse 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:** Jim Martin, Bob Savoie, Jim Traynor, Damon Lieurance, and Justin Knepper

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Karen Senkus, Cady Bauers, and Kelly Church

**PRESENT VIA ZOOM:** Anthony Zakic, Suzanne Lieurance and SCook.

## Approval of the Agenda

It was moved by Commissioner Martin, supported by Commissioner Lieurance, 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 VISA billing, travel requests, the CCHD 2023 Annual Report and the DTRF/OPEB quarterly reports. No action required.

## Health Department

### Purchase Orders

- Vaccine Fridge/Freezer for SHACC \$8,125.00
- Meraki Renewal (3-year licenses) \$7,228.00
- OAE Hearing Screener \$5,245.00

The Committee received and reviewed purchase orders for vaccine fridge/freezer for the SHACC at the price of \$8,125.00; a renewal license for the Cisco MX64 through DSTech as the cost of \$7,228.00 and for a 39500 Series OAE Hearing screener at the price of \$5,245.00.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve the purchases as presented and requested from the Health Department; \$8,125.00 to LABRepCo for the fridge/freezer for the SHACC; \$7,228.00 to DSTech for the Cisco renewal licensing and \$5,245.00 to Welch Allyn Warehouse for the OAE Hearing Screener. On a voice vote, the motion CARRIED.

## NorthCare Network FY25 Liquor Tax Fund Requests

- 50<sup>th</sup> Circuit Drug Court - \$34,000.00
- CCHD – Harm Reduction/Syringe Access Program - \$24,120.08
- Public Defender's Office - \$5,000.00

It was moved by Commissioner Traynor, supported by Commissioner Martin, to accept and forward FY25 Liquor Tax Funds requests as presented and referenced above to NorthCare Network – Substance Use Disorders. On a voice vote, the motion CARRIED.

**Probate Court – Child Care – DHS-2091 – October 1, 2024 to September 30, 2025 - \$821,915.60**

The Committee reviewed the County Child Care Budget Summary (DHS-2091) for Chippewa County Probate Court to start October 1, 2024 and run through September 30, 2025 with total anticipated expenditures of \$821,915.60.

**It was moved by Commissioner Martin, supported by Commissioner Lieurance, to approve and authorize signature for the County Child Care Budget Summary (DHS-2091), as presented for October 1, 2024 to September 30, 2025. On a voice vote, the motion CARRIED.**

**Sheriff's Office**

- **Storage Building Change Order \$5,800.00**
- **Storage/training Building Purchases**
- **Extend/Amend EUP Papers & Stuff Contract through 12-31-2025**
- **Easement for Cloverland (information only to Full Board)**

The Committee reviewed a request from U.P. Engineers & Architects to add data drops for Cat 6 cable to the cameras at the cost of \$5,800.00; reviewed a request to exceed the County's purchasing policy when purchasing the equipment needed for the new building, expenses all from Special Funds, no general funds will be used; reviewed the extension of the EUP Papers & Stuff contract through 12-31-2025; as well as, reviewed the right-of-way easement for Cloverland Electric at the Sheriff Storage/Training Building, which was just informational for the full Board meeting.

**It was moved by Commissioner Traynor, supported by Commissioner Lieurance to approve, and authorize the Sheriff's Office requests as presented; approve the \$5,800.00 change order for cabling at the Sheriff's Storage/Training Building; authorizing waiving the purchasing policy for equipment needed and previously approved by the BOC, and authorize extending the contract of EUP Papers & Stuff through December 31, 2025. On a voice vote, the motion CARRIED.**

**Office of Emergency Services – Dual Band Pagers Bid Summary - \$68,850.00**

The Committee reviewed the bid for dual band pagers, which will be purchased from Title III monies (special fund). All four bids were the same due to State of Michigan pricing, with one having a delivery fee of \$80. Director Postma asked that Elcom Systems bid be approved based the County's prior association and per the bid guidelines.

**It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize the bid from Elcom Systems to purchase 100 – G5 Dual Band P25 pagers at the prices of \$68,850.00, to be paid from the Title III special fund, as presented. On a voice vote, the motion CARRIED.**

**Office of Emergency Services – Generator Bid Summary**

The Committee reviewed the bid summary for a backup commercial grade generator, to provide a standby power system to supply electrical power in event of failure. Three bids were received, no trade-ins were offered and one company price includes a 5-year warranty, which installation, set-up, and training.

**It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize the low bid from North Country Power Generation, which includes a 5-year warranty, installation, set-up, and training at the cost of \$32,954.09. On a voice vote, the motion CARRIED.**

**EUP Regional Planning – MMP Funding**

The Committee reviewed and referenced the MMP Interlocal Agreement, which included estimated budget costs for the first 5 year of the Plan. The MMP funding will not be dispersing any money for the current work being done until January 2025; EUP Regional Planning is requesting an advance on funding, as to not deplete the EUP Regional Plannings general fund.

It was moved by Commissioner Knepper, supported by Commissioner Lieurance, to approve and authorize to EUP Regional Planning an advance of the MMP grant reimbursement for work currently being completed on behalf of Chippewa County, the amount will be approximately 1/3 of the estimated \$52,000.00 through 9/30/2024; Chippewa County would keep their portion of the reimbursement in January of 2025. On a voice vote, the motion CARRIED.

**Information System – DSTech – Zultys 5-year Renewal - \$**

The Committee reviewed a quote from DSTech, in which approving the 5-year Zultys Renewal the County will buy three year and get two years at no cost a savings of \$8,954.00 over the lifetime of the agreement. The 5-year option is \$13,431.00 and the offer ends on 8/31.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize the DSTech – Zultys 5-year renewal (Buy 3, get 2) at the cost of \$13,431.00, with a lifetime savings of \$8,954.00, as presented. On a voice vote, the motion CARRIED.

**Finance - Claims and Accounts – July – County and Health Department**

It was moved by Commissioner Martin, supported by Commissioner Knepper, to recommend the approval of July County bills and payroll: general claims \$924,590.23, other fund claims \$785,143.65, payroll \$600,091.08, and Health Department claims \$149,030.34 and payroll \$204,013.39 total claims \$2,662,868.69. On a voice vote, the motion CARRIED. (4 to 1, Commissioner Lieurance abstained)

**Finance**

- **Budget Amendments**
- **Beginning Fund Balances to Audit**

It was moved by Commissioner Lieurance, supported by Commissioner Knepper, to approve the budget amendments and the beginning fund balances from the Audit, as presented. On a voice vote, the motion CARRIED.

8/13/2024		Chippewa County				
		Budget Amendments				
<u>General Fund - Revenue</u>			Original Budget	Amended Budget	Change	Description
101-000-626.301	Sheriff's Office	Sheriff Services	30,000.00	32,500.00	2,500.00	OT SLOT & OCDETF
101-000-676.262	Elections	Som Reimbursement	2,500.00	42,500.00	40,000.00	SOM Reimbursement for Feb (Only)
101-000-699.296	General Fund	Transfer from Fund 296	0.00	31,604.47	31,604.47	PI Under \$35,000.00 to GF
<u>Special Funds - Revenue</u>						
210-000-402.000	County Ambulance	Ad Volorem Taxes	567,103.29	574,103.29	7,000.00	Revenue Tax Increase
210-000-441.000	County Ambulance	Personel Property Tax Reim	1,000.00	2,000.00	1,000.00	Increased Reimbursements
238-000-674.000	School Resource Officer	Contributions	0.00	33,750.00	33,750.00	Rudyard Area Schools
<u>General Fund - Expenditures</u>						
101-262-704.000	Elections	Salaries	3,000.00	28,000.00	\$ 25,000.00	Salaries for Early Voting Personnel
101-262-715.000	Elections	Fringes	523.56	5,523.56	\$ 5,000.00	Fringes for Early Voting Personnel
101-265-931.325	Building & Grounds	Maintenance	10,000.00	29,486.00	\$ 19,486.00	Replace three mimi splits (PD, DC & Sheriff's Ofc.
101-301-706.751	Sheriff's Office	Road OT SLOT	0.00	1,000.00	\$ 1,000.00	OT Reimbursable
101-301-706.752	Sheriff's Office	ROAD Local OCDETF OT	0.00	1,500.00	\$ 1,500.00	OT Reimbursable
101-301-802.000	Sheriff's Office	Dues	0.00	1,000.00	\$ 1,000.00	Sheriff's MSA Dues
101-430-742.000	Animal Shelter	Vehicle - gas, oil, maint	2,000.00	3,000.00	\$ 1,000.00	Jeep brakes replaced
101-648-715.000	Medicial Examiner	Fringe	2,983.50	8,483.50	\$ 5,500.00	To correct budget
101-901-980.000	Capital Outlay	Vehicles	94,000.00	110,596.86	\$ 16,596.86	Purchased in 2023; outfitted in FY2024
<u>Special Funds - Expenditures</u>						
210-000-959.000	County Ambulance	Return to Local Units	369,267.14	377,267.14	\$ 8,000.00	Increase in taxes
238-000-979.000	School Resource Officer	Machinery & Equipment	500.00	5,500.00	\$ 5,000.00	Rudyard Area School Officer Equipment
238-000-980.000	School Resource Officer	Vehicles	0.00	17,109.09	\$ 17,109.09	Purchased in 2023; outfitted in FY2024
273-000-980.00	Road Patrol OT Fund	Vehicles	14,000.00	27,000.00	\$ 13,000.00	Upfit Chevy Silverado
285-000-955.000	Animal Shelter Donations	Miscellaneous	0.00	100.00	\$ 100.00	Misc. Expenses
296-000-995.101	HUD MSC	Transfer to General Fund	0.00	31,604.47	\$ 31,604.47	PI Under \$35,000.00 to GF
225-000-935.000	Correctional Facility Maint.	Maintenance	36,821.00	74,506.00	\$ 37,685.00	RTU 7 Replacement

**Committee Comments**

Commissioner Traynor notified the Committee of his recent tour of Central Dispatch with Greg Postma and shared information on the Algoma-St. Mary's River meeting that was held at City Hall. Commissioner Lieurance let the Committee know about a recent meeting with U.P. Works and the discussion regarding utilizing the opioid funding monies to help support apprenticeships.

**Chairman Comments**

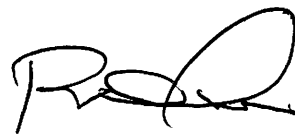
No additional comments were offered.

**Adjourn**

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

The meeting adjourned at 4:38 p.m.

  
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Kelly J. Church, Recorder

  
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Chairman.