

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

October 14, 2025

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, October 14, 2025, at the Chippewa Courthouse in Sault Ste. Marie, Michigan. Chairman Shackleton called the meeting to order at 5:30 p.m. with a quorum present.

MEMBERS PRESENT: Scott Shackleton, Justin Knepper, Damon Lieurance, and Jim Traynor

MEMBERS ABSENT: Jim Martin

OTHERS PRESENT: Karen Senkus, DJ Welton, Michelle Traynor, Anthony Zakic, Greg Postma, Ryan Hering, Justin Fruchey, Cady Bauers, and Kelly Church

Approval of the Agenda

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

Public Comment

No public comments.

Correspondence and Informational Items

The Committee reviewed the Treasurer's Investment report, VISA billing, and the travel requests. No action required.

AGENDA ITEMS

Health Department – Release Request for Quotations

Exterior Entrance Door Replacement and Interior Clinic Door Security Installation

CCHD Office/Clinic Renovation

The Committee reviewed two requests for quotations for Health Department door replacement installation and Office and Clinic Renovations to be paid for from the Public Health Infrastructure Grant.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve the release of two requests for quotations for Exterior Entrance Door Replacement and Interior Clinic Door Security Installation and Office/Clinic Renovation, project to be paid from the Public Health Infrastructure Grant. On a voice vote, the motion CARRIED.

Family Court – Child Care Budget Summary 10-1-2025 to 9-30-2026

The Committee reviewed the annual County Child Care Budget Summary (DHS-2091) showing total expenditures of \$816,262.83; and showing the cost sharing ratios covering October 1, 2025, through September 30, 2026.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve and authorize the Chippewa County Child Care Budget Summary for October 1, 2025, through September 30, 2026, as presented. On a voice vote, the motion CARRIED.

Sheriff's Office – ICE Contract modification

The Committee reviewed the amended and renegotiated contract held between the Chippewa County Sheriff's Office and Immigration and Customs Enforcement; the new bed day rate (BDR) will be \$98.00 as of August 1, 2025; an increase of \$29.00 per day. The Committee thanked the Sheriff's Office and found out that the contract can be renegotiated every three years.

It was moved by Commissioner Traynor, supported by Commissioner Knepper, to acknowledge and accept the amended contract between the Chippewa County Sheriff's Office and the Immigration and Customs Enforcement, increasing the bed day rate to \$98.00, as presented. On a voice vote, the motion CARRIED.

Sheriff's Office – Statewide Records Management System MOA between Sheriff's Office and Michigan State Police \$200 per officer and \$50 per bed with Addendum

The Committee reviewed the MOU between the Michigan Department of State Police (MSP) and Chippewa County Sheriff's Office which provides support for the Statewide records Management System (SRMS) to allow data to be exchanged between all public safety agencies with the State of Michigan and to support safety agencies and jail facilities to manage data.

It was moved by Commissioner Lieurance, supported by Commissioner Knepper, to approve and authorize the Memorandum of Agreement between the Michigan State Police and the Chippewa County Sheriff's Office for participation in the Statewide Records Management System (SRMS) and addendum as presented. On a voice vote, the motion CARRIED.

Sheriff's Office – Johnson Controls – Fire Alarm Service Agreement \$8,882.78

The Committee reviewed a renewal quote from Johnson Controls a Planned Service Agreement to provide fire alarm services for the Chippewa County Jail, an annual cost of \$8,882.78, providing services for the wet sprinkler system, the back flow system and the fire panel for a term of November 1, 2025, to October 31, 2026.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve and authorize the Johnson Controls Planned Service Agreement for fire alarm services at a cost of \$8,882.78 and term running November 1, 2025, through October 31, 2026. On a voice vote, the motion CARRIED.

Office of Emergency Services – EMT-B/Emergency Medical Technician – Course \$9,322.00 for 7 people

The Committee reviewed a request for OES Director Greg Postma; to provide reimbursement for a training that took place between October 2024 through March 2025 for Emergency Medical Technician-B Course for seven (7) residents who reside and/or provide services to the citizens of Chippewa County, the request is for \$1,331.71 per student (a total of \$9,322.00) the reimbursement would be paid to Kinross EMS.

It was moved by Commissioner Lieurance, supported by Commissioner Knepper, to approve and authorize reimbursement of \$9,322.00 to Kinross EMS, who provided Emergency Medical Technician-B course training for seven residents of Chippewa County, to be paid out of Office of Emergency Services Funds. On a voice vote, the motion CARRIED.

Office of Emergency Services – 24/7 Heavy Duty Chair Replacement for Dispatch; and reimbursed by Mackinac County - \$4,500.00

The Committee reviewed a purchase request from Director Postma to purchase three (3) heavy-duty 24/7 dispatch chairs for the communications center, following County policy with three (3) bids, low bid from Concept Seating, at \$4,500.00 and acknowledge that Mackinac County will reimburse.

It was moved by Commissioner Traynor, supported by Commissioner Knepper, to approve the \$4,500.00 purchase of three (3) 24/7 heavy duty chairs, from Concept Seating; and acknowledge and thank Mackinac County for the reimbursement of the purchase for the communications center. On a voice vote, the motion CARRIED.

Office of Emergency Services – Emergency Server Technology Service Agreement

Policy Access/Certificate Policy

First Responder System Access Policy – NIST Compliance

The Committee reviewed the Emergency Server Technology Service Agreement, which outlines the responsibilities, expectations and requirements for the partnership between Chippewa County Information Systems department and any agency that has access, or will require access, to 911 systems in compliance with NIST (National Institute of Standards and Technology) Technology Policies. The policy also identifies the scope of work expected on both sides of the agreement. The request also included two new County Policies No. 510 Policy Access/Certificate Policy and No. 511 First Responder System Access Policy – NIST Compliance.

It was moved by Commissioner Knepper, supported by Commissioner Lieurance, to approve and authorize the Emergency Server Technology Service Agreement; and new Policies No. 510 Access/Certificate Policy and No. 511 First Responder System Access Policy – NIST Compliance, as presented. On a voice vote, the motion CARRIED.

Office of Emergency Services – Medical First Responder Class for Chippewa County – Up to \$6,770.00 for ten (10) people

The Committee reviewed a request from Director Postma to sponsor Medical First Responder (MFR) Class which is the responsibility of the OES Management to provide EMS and Fire agencies within the County training opportunities and to fund some of the training. This medical First Responder course would be open to up to ten (10) participants, ten is the number of participants that the proctor is comfortable teaching at one time. The request is for up to \$6,770.00 for ten (10) participants for the MFR class.

It was moved by Commissioner Traynor, supported by Commissioner Knepper, to approve and authorize sponsorship for a Medical First Responder class at a cost up to \$6,770.00 for ten (10) participants from Chippewa County EMS/Fire personnel; cost to be paid to Kinross Education from County Special Fund 211. On a voice vote, the motion CARRIED.

Office of Emergency Services – Emergency Medical Technician Basic – Course \$10,280.00 for ten (10) people

The Committee reviewed a second sponsor request from Director Postma to sponsor an Emergency Medical Technician Basic course again through Kinross EMS Education; this course would also be only for those people serving and/or providing care for Chippewa County. The estimated \$10,280.00 would be paid from Fund 211.

It was moved by Commissioner Lieurance, supported by Commissioner Knepper, to approve and authorize sponsorship for an Emergency Medical Technician Basic course at a cost up to \$10,280.00 for ten (10) participants who serve or are providing care to patients in Chippewa County; the expense to be paid to Kinross Education from County Special Fund 211. On a voice vote, the motion CARRIED.

Information Systems – State and Local Cybersecurity Grant Program (SLCGP) – MFA – Multifactor Authentication - \$80,000.00 Award

The Committee reviewed the notice of award and grant agreement package from the Department of State Police, Emergency Management and Homeland Security Division, awarding Chippewa County \$80,000.00 for MFA – Multifactor Authentication through the State and Local Cybersecurity Grant Program (SLCGP). The packet included the grant agreement, subrecipient risk assessment certification, standard assurances, certification regarding lobbying; debarment, suspension and other responsibility matters; and drug-free workplace requirements, audit certification, taxpayer identification number and W-9 and CISA Services certification (EMHSD-075). The Committee acknowledged Anthony Zakic's work on the grant and thanked him.

It was moved by Commissioner Traynor, supported by Commissioners Knepper, to approve, authorize and accept the State and Local Cybersecurity Grant Program (SLCGP) for the County's MFA – Multifactor Authentication grant of \$80,000.00 and to authorize the required documents as referenced above. On a voice vote, the motion CARRIED.

Information Systems – Bid Summary – Verge.IO Refresh \$46,515.00

The Committee reviewed the bid summary for the purchase and installation of a new Verge.IO cluster (hardware, migration of virtual machines) to replace the existing Verge.IO. This system integrates virtualization, storage and networking into a single platform. One bid was received and met specifications from DSTECH, Inc. and was under budget at \$46,515.00.

It was moved by Commissioner Lieurance, supported by Commissioner Knepper, to approve the bid from DSTECH, Inc., to purchase the new Verge.IO cluster at the price of \$46,515.00. On a voice vote, the motion CARRIED.

Information Systems – 2026 First Responder Agreement Prices Notice

The Committee also reviewed the prices for various services from the County's Information Systems Department, including labor, Talon Software, Absolute Secure Access, Intrusion protection and MFA; it was noted that the pricing may increase or decrease depending on the number of subscribers; the County is not looking to make money just cover the cost of the services.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to accept the pricing as presented and to note potential increases or decreases based on the number of subscribers. On a voice vote, the motion CARRIED.

Administration – Travel request – Upper Peninsula Labor Management Council – Fall Conference

The Committee reviewed a travel request from Administrator Kelly Church to attend a one-day "Labor Contracts & Arbitration" conference hosted by the Upper Peninsula Labor Management Council (UPLMC). A brief discussion on lodging and meal rates took place; the County does follow the SOM's Select Cities individual rate.

It was moved by Commissioner Knepper, supported by Commissioner Lieurance, to approve Administrator Church's travel request to attend the Upper Peninsula Labor Management County – Fall Conference in Marquette on October 31, 2025. On a voice vote, the motion CARRIED.

**Administration – Policy 314 OPEB Health Care Retirement Annual Funding to OPEB or MERS
Unfunded Liability – MERS UAL \$906,309.10**

The Committee reviewed the annual contribution breakdown, this year's 90% of the DTRF being \$906,309.10; based on the changes to Policy 314, this year the monies will be sent to MERS to help cover the County's unfunded liabilities of \$19,020,732 as of 12/31/2024.

It was moved by Commissioner Lieurance, supported by Commissioner Knepper, to approve and authorize the payment from the County's DTRF, per policy – this year's amount being \$906,309.10 to MERS for the County's divisions with unfunded liability, as presented. On a voice vote, the motion CARRIED.

Administration – Abilita Retainer Agreement combines County and HD, and void CCHD \$965.00 per month for 24-month contract (overall savings of \$100.00 per month)

The Committee reviewed and updated and combined retainer Agreement between Chippewa County and Abilita, who provide the County with telecommunications assistance and recommendations; Administration is asking to combine the County and Health Department Agreements into a single agreement, which will have an overall savings of \$100.00.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve and authorize the updated combined Abilita Retainer Agreement a 24-month contract for a monthly fee of \$965.00. On a voice vote, the motion CARRIED.

Administration – Snowplowing and Removal Bid Summaries

- Central Dispatch \$8,000.00 1-year/\$25,000.00 3-year – Frontier Contracting LLC

- County Building Parking Lot (8 spaces) \$3,900.00 1-year/\$11,700.00 3-year – Best Maintenance and Lawn
- Animal Shelter & Sheriff's Storage
 - \$9,500.00 1-year/\$28,500.00 3-year - Best Maintenance and Lawn
 - \$11,000.00 1-year/\$34,000.00 3-year – Norris Contracting, Inc.
- Courthouse Parking (32 spaces) \$8,500.00 1-year/\$25,500.00 3-year - Best Maintenance and Lawn

The committee reviewed the snowplowing and removal bid summaries including 1- and 3-years options.

It was moved by Commissioner Knepper, supported by Commissioner Lieurance, to approve the snowplowing for Central Dispatch with Frontier Contracting LLC for a 1-year contract at a price not to exceed \$8,000.00. On a voice vote, the motion CARRIED.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve the snowplowing and removal of the County Building parking lot (8 spaces) with Best Maintenance and Lawn for a 3-year contract, for \$3,900.00 annually, a total of \$11,700.00. On a voice vote, the motion CARRIED.

Motion charged to 1-year contract for \$3,900.00; as to accommodate the contractors request at the Regular Board meeting.

Note: This motion will need to be reviewed as the contractor only wants the County Building (8-spot lot) and the Courthouse (32 space lot), if together.

It was moved by Commissioner Knepper, supported by Commissioner Traynor, to approve the snowplowing and removal at the Animal Control Shelter and the Sheriff's Training Building with Best Maintenance and Lawn for a 3-year contract, \$9,500.00 annually, a total of \$28,500.00. On a voice vote, the motion CARRIED.

It was moved by Commissioner Knepper, supported by Commissioner Traynor, to approve the snowplowing and removal at the Courthouse parking lot (32 spaces) with Best Maintenance and Lawn for a 1-year contract, \$8,500.00 annually. On a voice vote, the motion CARRIED.

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

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to recommend the approval of September County bills and payroll: general claims \$411,363.97, other fund claims \$2,788,651.85, payroll \$635,119.70 and Health Department claims \$138,743.66 payroll \$136,309.48 total claims \$4,110,188.66; as presented. On a voice vote, the motion CARRIED.

Committee Comments

Commissioner Knepper spoke about one-time projects and the County's fund balance usage; and regarding the Chippewa County Jail Facility regarding the service level, and treatment of those housed in the facility, noting a social media post he had seen.

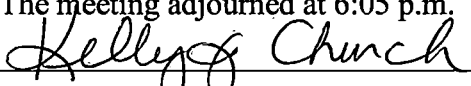
Chairman Comments

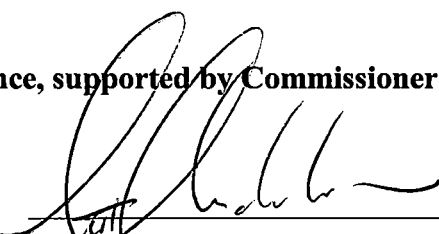
Chairman Shackleton thanked Administrator Church for keeping up with all the Department projects.

Adjourn

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

The meeting adjourned at 6:05 p.m.


Kelly J. Church, Recorder


Scott Shackleton, Chairman.