

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE

MEETING MINUTES

February 12, 2019

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, February 12, 2019 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Martin called the meeting to order at 4:33 p.m. with a quorum present.

MEMBERS PRESENT: Jim Martin, Scott Shackleton and Don McLean

MEMBERS ABSENT: Robert Savoie and Conor Egan

OTHERS PRESENT: Karen Senkus, Lana Forrest, Mike Bitnar, Tim Moher, Jim German and Kelly Church

Approval of the Agenda

It was moved by Commissioner Shackleton, supported by Commissioner McLean, to approve the agenda as amended; adding 4e. Jail contract (Securus) and 4f. Circuit Courtroom ceiling patch and paint. On a voice vote, the motion CARRIED.

Public Comment

No public comment was offered.

Correspondence and Informational Items

The Committee received the Treasurer's Investment reports, the monthly travel report, and the Health Departments Health Care First summary; along with statement regarding charges tending down, the VISA billing, the MERS – Health Care Funding Vehicle 4th Quarter Statements and the FY18 CVS savings from 44North.

AGENDA ITEMS

Health Department Policies

Environmental Health Policy 913 – Affidavit of Notification

Environmental Health Policy 903 - Food Fees

Community Health Policy 15.00.023 – Nexplanon

Community Health Policy 9.008.004 – Eligibility/Certification WIC Local

Cross Jurisdictional Sharing FY2019 \$13,750

The Committee reviewed the policies and cross jurisdictional funding for FY19 as referenced above. Policy 906 – Food Fees brought many questions and discussion; with regards to overall increases and decreases to food establishments in the Health Department's proposal to streamline the fees. Commissioners asked that follow up be provided prior to the Regular Board meeting; that will summarize the changes and answer specific questions asked, as these changes will work with the smaller establishments and the special events in the County.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to move the policies as referenced above to the Regular Board meeting for final determination and to accept the \$13,750 from Cross Jurisdictional Sharing. On a voice vote, the motion CARRIED.

(Note: Environmental Health Policy 903 – Food Fees is being tabled until the March 2019 meeting, when a comprehensive overview can be provided to the Committee.)

Information Systems – Intrusion Detection System

The Committee reviewed the three quotes and Information Systems recommendation to purchase Intrusion Detection System, which will address failed areas of our Criminal Justice Information security compliance. The low bidder Cerdant, is tailored to the Sonicwall firewalls which the County already uses.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to authorize the purchase of the Intrusion Detection System from Cerdant, at the cost of \$7,720.00, as quoted. On a voice vote, the motion CARRIED.

Chippewa County Central Dispatch – Contracts

Motorola

Coleman Engineering Company

The Committee reviewed two contracts for Central Dispatch; the Motorola contract is the annual service agreement for the radio consoles, recorder and logger. The Coleman Engineering Company contract is a maintenance contract for MSAG, Telco database, INDigital database and Digital Map maintenances. This contract was previously held by Top Comp Inc. but has changed due to a death of one of the partners; and Top Comp Inc. has been working with Coleman Engineering Company to provide a seamless transition for all UP counties, pricing (\$1,500 annually) will be reviewed next year.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to approve and authorize for the Motorola annual contract in the amount of \$20,999.88 and the Coleman Engineering Company contract in the amount of \$1,500 to provide the maintenance referenced above. On a voice vote, the motion CARRIED.

Administration – Michigan Drug Court Grant FY19 – 91st District Court

The Committee reviewed the SCAO Michigan Drug Court Grant Program – Planning Grant – FY2019 between 91st District Court and Erin Yates (subcontractor) in the amount not to exceed \$14,000.00.

It was moved by Commissioner Shackleton, supported by Commissioner McLean, to authorize and approve the SCAO Michigan Drug Court Grant Program – Planning Grant – FY2019 between 91st District Court and Erin Yates (subcontractor) in the amount not to exceed \$14,000.00. On a voice vote, the motion CARRIED.

Administration – 2% Funding Request

The Committee reviewed the 2% Funding Request for Hospices Services in the amount of \$10,000.00

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to authorize the 2% Request to the Sault Ste. Marie Tribe of Chippewa Indians for Hospice Services. On a voice vote, the motion CARRIED.

Administration – Elevators Maintenance Contract Renewal

The Committee reviewed the 5-year renewal option with Otis Elevator which covers the County Building, County Jail and Courthouse elevators which offers full preventative maintenance service including inspection, lubrication, adjustment and replacement parts; covers the quarterly and annual Fire Services Test and the 3-Year (PRVT) Hydraulic Load Test as required by the State of Michigan. The renewal will maintain the 4% annual cap increase, with a 3% discount for paying annually; and Otis offered an additional 5% discount for renewal. Discussion followed.

It was moved by Commissioner Shackleton, supported by Commissioner McLean, to renew a 5-Year Maintenance contract with Otis Elevator Company, which maintains a 4% annual cap, 3% discount for paying annually and a 5% discount for renewal and to waive the County policy. On a voice vote, the motion CARRIED.

Administration – Release RFQ’s for Sheriff Vehicles

Dodge Charger (1) with trade-in

Mid-size SUV (2) with trade-in

The Committee received RFQ’s for Sheriff Department vehicle purchases to be released to receive quotes for purchasing.

It was moved by Commissioner Shackleton, supported by Commissioner McLean, to approve the release of RFQ’s for a (1) Dodge Charger Police Package and (2) Mid-size SUV’s both with trade-ins. On a voice vote, the motion CARRIED.

Administration – Securus Technologies Contract Renewal (Jail)

The Committee was updated on the Securus Master Services Agreement renewal; the inmate phone contract; which will include moving forward with video visitation; with no additional cost to the county and will generate revenue of 20% or \$2-\$4 dollars per video visitation.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to authorize the renewal of the Securus Master Services Agreement which provides inmate phone communications; and will provide video visitation; at no additional cost to the County, but will provide revenue from each call. On a voice vote, the motion CARRIED.

Administration – Circuit Courtroom Ceiling Paint and Patch

The Committee was updated on a leak in the Circuit Courtroom ceiling; and general repairs that need to be made as the plaster in peeling and flaking off in several areas in the Courtroom. Discussion followed regarding the required maintenance. Administration recommending a quote that includes two finish coats; which slightly exceeds the Administrators approval limit. Discussion followed regarding timing of the project and budgeted carpet replacement.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to approve the quote from Keith Bumstead Painting in the amount of \$6,225.00 to patch, prime and do two finish coats on the ceiling in the Circuit Courtroom. On a voice vote, the motion CARRIED.

Finance - Claims and Accounts

The Committee reviewed the bills and payroll presented for approval.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to recommend the approval of January bills and payroll as follow: the general claims totaling \$2,671,218.59, other fund claims \$371,375.99, payroll \$546,974.30, Health Department claims \$287,333.14 and Health Department payroll \$196,246.60 total claims \$4,073,148.62 and vouchers H-1 through H-317. On a voice vote, the motion CARRIED.

Finance – Budget Amendments

Sheriff Department App

The Sheriff asked for a budget amendment to pay for the Sheriff APP; previously paid through the Medical Marijuana grant, the SOM has changed the rules on expenditures and the APP is no longer an allowable expense. The Sheriff is seeking \$3,995.00 be added to Machinery and Equipment under the Community Correction Fund 232. (232-000-979.000). Commission McLean brought up his frustration with the SOM of change.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to approve budget amendment increase of \$3,995.00 to Special Fund line 232-000-979.000; to pay for the Sheriff's APP. On a voice vote, the motion CARRIED.

Finance – Budget Amendments

Crime Victims – direct victim needs

The Committee reviewed the amended Crime Victim Rights amended budget for FY2019; increasing the overall budget to \$89,389.00; which 5% is for direct victim's needs. The new 5% will need a line item to be established (101-231-846.000).

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to accept and approve the amended Crime Victim's Rights total budget in the amount of \$89,389 and to establish line 101-231-846.000 Direct Victim Needs FY19 budget amount of \$4,257.00. On a voice vote, the motion CARRIED.

Committee Comments

Administrator German updated the Committee on the TPOAM contracts, which are being prepared by the Union and we are waiting for the contract to be finalized by TPOAM before we review.

Commissioner McLean addressed the USCG response letter regarding the Ice Breaking Committee, and wanting Tim Moher to visit with the traffic controller, to continue discussions of the MOU's. Commissioner Shackleton notified the Committee of his meeting with Captain Nelson to discuss the response letter and the MOU's; including a draft being in the works, and hopefully in place before the next season. Discussion with the Captain also included a Harbor Safety Committee and the USCG availability to attend EUPTA meetings.

Chairperson's Comments

No additional comments.

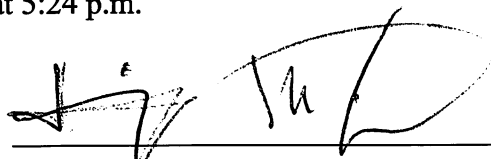
Adjourn

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

Chairman Martin declared the meeting adjourned at 5:24 p.m.



Kelly J. Church, Recorder



Jim Martin, Chairman.