

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

June 8, 2017

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, June 8, 2017 at the Chippewa County Courthouse in Sault Ste. Marie, Michigan. Chairman Martin called the meeting to order at 5:30 p.m. with a quorum present.

MEMBERS PRESENT: Jim Martin, Don McLean, Conor Egan and Bobby Savoie

MEMBERS ABSENT: Scott Shackleton

OTHERS PRESENT: Joe Verlin, Gabridge & Co.; Jim German, Karen Senkus, and Kelly Church

Approval of the Agenda

It was moved by Commissioner Savoie, supported by Commissioner Egan, to amend the agenda to withdraw 3-C SHACC Fees and to add 4 Register of Deeds Agreement for Internet Access to Real Estate Records. On a voice vote, the motion CARRIED.

It was moved by Commissioner Savoie, supported by Commissioner McLean to approve the agenda as amended. On a voice vote, the motion CARRIED.

Public Comment

No public comment was offered.

Presentation FY12-31-2016 Audit – Gabridge & Co., Joe Verlin

Joe Verlin of Gabridge & Company presented and reviewed documents included in the FY12-31-2016 annual audit and reviewed the financial highlights with the Committee, using the information and documentation obtained during this year's audit; it was noted that current controls in place are suitable and effective and there were no material weaknesses, that the County was monitoring and managing its finances well. The County received the highest opinion of unqualified; an unqualified opinion is an independent auditor's judgement that a company's financial records and statements are fairly and appropriately presented, and in accordance with Generally Accepted Accounting Principles (GAAP). The County did show a net position decline due to OPEB and the pension liability; which is partially due to the change in rate of return by MERS. Gabridge & Co., will be sending Administration a set of written procedures to be implemented from the OMB's Uniform Grant Guidance, which will need to be tailored to the County to ensure compliance with the Uniform Guidance.

Correspondence and Informational Items

The Committee received the Treasurer's Investment report, the monthly travel report, the monthly Visa billing statement and reports from the Health Departments billing systems, including a memo from Karen Senkus, regarding the difficulties the Health Department is still encountering with Health Care First, especially in tracking of revenue. The Committee then discussed at length the Treasurer's monthly Investment Report; questioning maturity dates, rates paid, and the non-Michigan based entities the County is invested with. Discussion of a workshop and/or just setting up a meeting individually with the County Treasurer, as the Commissioners are receiving questions from constituents and would like to have a better understand of the Treasurer's process.

AGENDA ITEMS

FYE 12-31-2016 Audit

Following to the motion and prior to the Committee voting. Commissioner Savoie indicating his thoughts regarding the motion. He feels that the savings were based on the employees of the County, and that this is a thank you for a job well; since the County cannot sustain annual wages on one year's budgeted excess; and to help fulfill obligations and promises made to employees by the Board of Commissioners. The Committee further discussed the motion and the strong statement they feel it makes in supporting the employees.

It was moved by Commissioner Savoie, supported by Commissioner Egan, to approve and authorize distribution of the 12/31/16 Audit as presented and to have \$200,000 of the excess balance from 12/31/16 be sent to MERS to start covering the gap of the County's unfunded pension liability. To authorize Administration to work with MERS on the allocation and to make the payment in conjunction of the Retiree Health Funding Vehicle payment per County policy; as long as there are no unexpected issues. On a voice vote, the motion CARRIED

CCHD – Retiree Health Funding Vehicles per Investment Committee – Change HD distribution of Funds with MERS

The Committee reviewed Investment Committee meeting of May 16, 2017 the minutes following the OPEB Health Care Retirement Vehicle Annual Funding Policy No. 314, who recommended to the Board, to change and diversify the investments of the Chippewa County Health Department's Retiree Health Funding Vehicle to mirror the portfolio of the County, with 50% in each the MERS Total Market Portfolio and 50% in the MERS Capital Appreciation Portfolio.

It was moved by Commissioner Egan, supported by Commissioner McLean, to follow the recommendation to have the Chippewa County Health Department's Retirement Health Funding Vehicle with MERS be changed to have 50% of the funds in the MERS Total Market Portfolio and 50% to MERS Capital Appreciation Portfolio. On a voice vote, the motion CARRIED.

Update Policy 410 – Travel and Business Expenses

The Committee reviewed the updated Travel Policy 410, adding clarification that meal expenses for in-county off-sight of employee's normal work place will not be an allowable reimbursement, and adding a grocery option of a maximum of \$10.00 per day for non-restaurant/grocery food expenditures may be included in daily requests for reimbursement of meals, which will be included in the daily maximum meal allowance.

It was moved by Commissioner Savoie, supported by Commissioner Egan, to approve Policy 410 Travel and Business Expenses, as presented, clarifying off-sight in-county meals and adding a \$10.00 daily grocery option. On a voice vote, the motion CARRIED.

Chippewa County Investment Policy

The Committee was given the County's current Investment Policy, that needs to be reviewed bi-annually, and which follows the Act 20 PA 1943 (MCL 129.91) authorizing County Treasurer's to invest county surplus funds in certain specified investments; in accordance with MCL 129.12. No action was taken as Resolution 17-18 is on the agenda for the Board meeting on Monday, June 12th.

Approve – Annual Report of Balance in Land Sale Proceeds Account

The Committee received and reviewed the Annual Report of Balance in Land Sale Proceeds Accounts provided by County Treasurer Margie Hank, in accordance with MCL 211.78m (8)(h).

It was moved by Commissioner Savoie, supported by Commissioners McLean, to accept and approve the Annual Report of Balance in Land Sale Proceeds Accounts, as presented with the amount available to transfer of \$51,118.10 to the general fund by 12/31/2017. On a voice vote, the motion CARRIED.

Pink Ribbon Expenditure 17-03 and 17-04

The Committee reviewed a Pink Ribbon expenditure 2017-03 and 2017-04, which is all donated funds for those clients diagnosed with breast and/or cervical cancer requiring assistance with travel and lodging related to treatment may apply for assistance, following policy 1.99.013.

It was moved by Commissioner McLean, supported by Commissioner Savoie, to approve the Pink Ribbon expenditure 2017-03 of \$1,583.83 and expenditure 2017-04 of \$2,449.58, as presented following policy 1.99-013. On a voice vote, the motion CARRIED.

ROD – Agreement for Internet Access to Real Estate Records

The Committee received a revised Agreement for Internet Access for Real Estate Records from Register of Deed Sharon Kennedy, indicating increased User fees (\$100.00 per month) and clarifying the annual agreement between the County and Users.

It was moved by Commissioner Egan, supported by Commissioner Savoie, to approve the re-revised Agreement between Chippewa County Register of Deeds and Users to provide secure internet access to Real Estate Records of Chippewa County, on an annual basis, with the fees as described. 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 Egan, supported by Commissioner Savoie, to recommend the approval of May bills and payroll as follow: the general claims totaling \$228,274.96, other fund claims \$325,245.04, payroll \$474,163.83, Health Department claims \$264,895.84 and Health Department payroll \$196,188.15; total claims \$1,488,767.82 and vouchers H-1 through H-220. On a voice vote, the motion CARRIED.

Committee/Chairperson Comments

Commissioner Egan talked briefly about an internet consortium meeting at Drummond Island Township; and Commissioner McLean reminded the other Commissioners about MAC Summer day meetings, that are beneficial to attend.

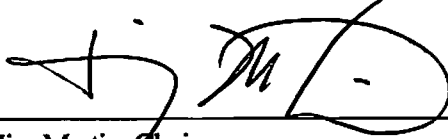
Adjourn

It was moved by Commissioner Savoie, supported by Commissioner Egan to adjourn.

Chairman Martin declared the meeting adjourned at 6:50 p.m.



Kelly J. Church, Recorder



Jim Martin, Chairman