

**Building Grounds and Jail, Legislative and Natural Resources and
Information Technology Committee
Meeting Minutes
June 9, 2017**

A regular meeting of the Chippewa County Board of Commissioners' Building, Grounds and Jail, Legislative and Natural Resources and Information Technology Committee was held on Friday, June 9th, 2017 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Savoie called the meeting to order at 9:00 a.m. with a quorum present.

MEMBERS PRESENT: Robert Savoie and Don McLean

MEMBERS ABSENT: Jim Martin

OTHERS PRESENT: Jim German, Tina Ojala, Jeremy Gagnon, Michelle Robbins, Lana Forrest, Mike Bitnar, Greg Postma, Paul Stanaway, Sharon Kennedy, Brian Amell and Kelly Church

Additions / Deletions to the Agenda

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

Public Comments

None

Agenda Items

Courthouse Roof

Jeremy Gagnon, U.P. Engineers and Architects presented the Committee, with the drawings for the Courthouse Roof project. U.P. Engineers and Architects has been retained to write the RFP, design-engineering plan and to act as the general contractor for this project. The drawings were reviewed with questions throughout the presentation, with five keynotes regarding the project requirements for different areas of the roof. Discussion also included the louvers (adding meshing so that the clock can be heard again), timing of the project; finish by September 30th (which Circuit Court Administration has indicated total cooperation and assistance in providing the winning contractor with blocks of time in order to complete the project). Change orders if the contractor finds rotten materials, contingency and the Committee wanting the job done appropriately.

It was moved by Commissioner McLean, supported by Commissioner Savoie, to approve the project to continue with advertisement and the bidding requirements of the Courthouse roof project. Bids will be due at U.P. Engineers and Architects office on June 30, 2017. On a voice vote, the motion CARRIED.

Courthouse and County Building Security

The Committee first thanks the Courts for coming up with a cost savings option of combining Magistrate/Referee/CJO and the Friend of the Court positions, freeing up enough funds to attain single-point of access for both the County Building and the Courthouse. Three metal detectors have already been purchased via the FY17 budget requests; and the Sheriff's Department, will need to hire additional staff to cover the minimum of nine hours a day Monday through Friday; and after much discussion eight hours shifts on Saturday and Sunday for jail visitation (cost approximately \$12,500).

The County Building will be implemented first, as it already has a single-point access area. The Courthouse will need to have a few things decided prior to full implementation, but a security/bailiff being added prior to those choices was also discussed, including a decision on the use of the East side doors which are currently closed for public access or the handicapped doors entering at the

garden level. Commissioner Savoie indicated his would prefer the East doors, so that the bailiff's presence is located in the highest traffic area, also while indicating the Sheriff's Department is the operations of this project. Commissioner McLean indicated that the additional security officer/bailiff could be placed in the Courthouse prior to the determination of the placement of the metal detector, as it was previously discussed waiting until the roofing job was completed. There were several ideas presented, which could become quite costly. Discussion continued and everyone in agreement that the final goal being to secure both buildings, noting that there would be some smaller costs with adding of signage and electricity outlets.

It was moved by Commissioner McLean, supported by Commissioner Savoie, to proceed with the single point of entry security/bailiff, as soon as viable for the Sheriff's Departments operations of hiring and training; to have the metal detector placed in the County Building front doors, and to have the County Building covered 9 hours per day Monday through Friday and 8 hours per day for Saturday and Sunday for jail visitation hours and to implement the security/bailiff in the Courthouse for security Monday through Friday for 9 hours per day; with the metal detector being implemented when feasible, based on the roof project and the final location of the unit. On a voice vote, the motion CARRIED.

Health Department – roof maintenance - \$1,700

The Committee reviewed an updated roof repair quote from Kaysner Construction for the Health Department roof. The repair would include power washing the roof deck and then patching the holes and cracks for \$1,700. The Committee discussed the project as well as the need to replace the roof in the next couple of years – utilizing the budget process to get it schedule and budgeted.

It was moved by Commissioner McLean, supported by Commissioner Savoie, to approve the roof repair quote from Kaysner Construction in the amount of \$1,700 to have the Health Department roof power washed and patched. On a voice vote, the motion CARRIED.

Expiring Chippewa County Millages

Correctional Facility and Fire/Ambulance

The Committee was addressed by Equalization Director Sharon Kennedy, regarding the Fire/Ambulance millage and the Jail millage which both expire 2017. The Fire/Ambulance is currently approved by the voters at .4275 mills with estimated collections of \$474,474 for FY2017 – this millage is used, inclusive, for the purpose of providing funds for the public services of Ambulance and Fire Protection county-wide with the provision that the levy be disbursed 35% administration, training and communications operations and 65% to disbursed annually to the City of Sault Ste. Marie and the Townships of Chippewa County. The proposed millage would be a four year renewal. The Jail millage will not be a renewal; and the County will be seeking a reduced millage for the continued maintenance of the County Correctional Facility; discussion followed, the current millage rate is .6000 mills, and the Committee suggested .3000 with a four year request. These monies would be for the whole jail, not just the new section, ballots language was discussed as well as the cost for a County-wide election, as there are currently no other questions on the November ballot.

It was moved by Commissioner McLean, supported by Commissioner Savoie, to have the ballot language for both the Fire/Ambulance renewal and the Jail reduced millage request sent to the July Finance Committee for approval; both for four year requests, to be placed on the November ballot, acknowledging the cost of the election will be incurred by the County, if no other questions are posed. On a voice vote, the motion CARRIED.

Mutual Aid Agreement between CLM Community Action and Chippewa County Animal Shelter

The Committee reviewed a mutual aid agreement between CLM Community Action Agency and the Chippewa County Animal Control Shelter in case a family with pets is placed in housing due to homelessness, the CCACS has agreed to house the family's pet on a temporary (up to 30 days) at no charge as long as the pet passes temperament testing, is current on vaccinations and the owners can provide emergency contact information.

It was moved by Commissioner McLean, supported by Commissioner Savoie, to approve the 'Homeless Pets in Chippewa County Mutual Aid Agreement between CLM Community Action Agency and Chippewa County Animal Control Shelter' to have the CCACS board homeless pets for up to 30 days, to assist CLM CAA in placing families of homelessness with pets. On a voice vote, the motion CARRIED.

2017-620 Wrecker Services Policy and Procedure

The Committee acknowledged the Chippewa county Central Dispatch General Order 620 – Wrecker Services Policy and Procedure for Chippewa and Mackinac Counties, which establishes procedures for the use of wrecker services by the agencies. No action was taken.

Committee and Chairman's Comments

No additional comments were offered.

Adjourn

It was moved by Commissioner McLean, seconded by Commissioner Savoie, to adjourn the meeting. On a voice vote, the motion was CARRIED.

Chairman Savoie declared the meeting adjourned at 10:37 a.m.



Kelly J. Church, Recorder



Robert Savoie, Committee Chairman