

Minutes of a regular meeting of the Chippewa County Board of Commissioners, held at the Chippewa County Courthouse, 319 Court St., Sault Ste. Marie, Michigan, on the 16th day of December, 2012, at 5:00 pm.

PRESENT: Scott Shackleton, George Kinsella, Don Cooper, Ted Postula and Don McLean

ABSENT: None

The following preamble and resolution were offered by Commissioner Postula and supported by Commissioner Kinsella.

**RESOLUTION NO. 13-29**

**FISCAL YEAR 2014 BUDGET RESOLUTION  
AND GENERAL APPROPRIATIONS ACT**

**WHEREAS**, the Chippewa County Board of Commissioners ("Board") has examined the fiscal requests for 2014 of the various departments, agencies, courts, offices, and activities ("Activity Centers") that it must legally finance or assist in financing; and

**WHEREAS**, the Board has taken into consideration the fact that there are required functions of county government or operations which must be budgeted at a serviceable level in order to provide statutory and constitutionally required services and programs; and

**WHEREAS**, the County Administrator, on behalf of the Board, has interviewed officials responsible for providing such mandated services to determined serviceable levels and the funds to sustain such levels; and

**WHEREAS**, the Board has determined the amount of money to be raised by taxation necessary for expenditures and liabilities for the 2014 fiscal year and has ordered that money to be raised by taxation within statutory and constitutional limitations; and

**WHEREAS**, the Uniform Budgeting and Accounting Act (Act 2, P.A. 1968, as amended, being MCL 141.421 through MCL 141.440a) requires that the Board enact a general appropriations act designed to meet county-funded expenditures.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1.

That the 2014 Chippewa County Budget for the General Fund which is incorporated by reference herein, is hereby adopted on a basis consistent with the Chippewa County Annual Budget Development Policy, subject to all County policies regarding the expenditure of funds as well as the conditions set forth in this resolution.

2. That the County Treasurer is hereby directed to collect millage for the County's operations as follows:

a. Allocated Operating Millage	6.1500 mills
b. Voted Operating Millage for Roads	0.9879 mills
c. Voted Operating Millage for Fire and Ambulance	0.4275 mills
d. Voted Operating Millage for Recycling	0.5000 mills
e. Voted Operating Millage for Jail Renovation and Maintenance	0.6000 mills
f. Voted Operating Millage for Senior Program	0.4994 mills
g. Voted Operating Millage for Animal Shelter	0.1000 mills

3. That this budget reflects a reasonable allocation of available resources to the various County departments, boards, and agencies, and allows for all mandated services, programs, and activities, including the courts and the constitutional and statutory offices, to be performed at reasonable, necessary, and serviceable levels or at even more than adequate levels of performance.

4. That the amounts indicated in the following "Budgetary Detail" are hereby appropriated from the General Fund and other funds of Chippewa County according to the Activity Centers (Departments) contained in that detail which is incorporated herein by reference, and that such appropriations shall be restricted to the functioning of those Activity Centers (Departments) and by the provisions of this Act.

GENERAL FUND

<u>ACTIVITY CENTER</u>	<u>REVENUE</u>	<u>EXPENDITURE</u>
<u>GENERAL FUND REVENUE</u>	<u>11,791,453</u>	<u>---</u>
101 - COMMISSIONERS	---	107,956
131 - 50TH CIRCUIT COURT	---	459,561
132 - 50TH CIRCUIT COURT JUVENILE COURT	---	396,945
136 - DISTRICT COURT	---	568,279
141 - FRIEND OF THE COURT	---	389,573
147 - JURY BOARD	---	4,181
148 - PROBATE COURT	---	431,790
149 - BAILIFF	---	44,000
167 - PUBLIC DEFENDER	---	292,494
172 - COUNTY CONTROLLER	---	277,820
174 - INFORMATION SYSTEMS	---	343,142
191 - ELECTIONS	---	51,465
215 - COUNTY CLERK	---	277,820
225 - EQUALIZATION	---	210,944
229 - PROSECUTING ATTORNEY	---	472,564
230 - SUPPORT COORDINATOR	---	93,131
231 - CRIME VICTIM ADVOCATE	---	70,972
236 - REGISTER OF DEEDS	---	275,310
245 - REMONUMENTATION GRANT	---	163,712
253 - TREASURER	---	298,166
257 - MSU EXTENSION	---	103,316
265 - BUILDING AND GROUNDS	---	323,417
275 - DRAIN COMMISSIONER	---	15,384
280 - SOIL CONSERVATION DISTRICT	---	26,000
284 - COUNTY SURVEYOR	---	32,467
285 - PLAT BOOK	---	0
301 - SHERIFF DEPARTMENT	---	1,208,730
306 - CONCEALED WEAPONS BOARD	---	16,574
310 - S.A.N.E.	---	5,000
331 - MARINE	---	20,000
340 - S.A.N.E. GRANT	---	83,391
342 - SNOWMOBILE PATROL GRANT	---	29,412
343 - O.R.V. ENFORCEMENT GRANT	---	15,000
344 - A.T.V. EDUCATION GRANT	---	0
351 - CORRECTIONAL FACILITY	---	2,364,177
360 - ANIMAL CONTROL	---	173,471
400 - REGIONAL PLANNING COMMISSION	---	48,200
605 - CONTAGIOUS DISEASES	---	0
610 - HEALTH BOARD	---	0
611 - BUILDING AUTHORITY - HEALTH DEPARTMENT	---	0
631 - SUBSTANCE ABUSE	---	115,000
648 - MEDICAL EXAMINER	---	62,500
649 - HEALTH DEPARTMENT CIGARETTE TAX	---	0
681 - VETERAN'S AFFAIRS	---	74,185
748 - SENIOR CITIZENS NUTRITION PROGRAM	---	0
806 - U.P.T.R.A.	---	0
861 - RETIREES HOSPITALIZATION	---	486,000
865 - INSURANCE	---	210,000
869 - TERMINATION PAY	---	0
874 - PLAT BOARD	---	0
877 - RURAL BUS PROGRAM	---	30,000
878 - LEGAL SERVICES	---	5,000
879 - AUDIT	---	28,000
880 - CAPITAL OUTLAY	---	0
881 - TELEPHONE	---	6,500
882 - RECORD COPIER	---	8,000
883 - POSTAGE METER	---	3,000
884 - OTHER MISCELLANEOUS	---	0
885 - COMPUTER	---	41,630
886 - COST ALLOCATION PLAN	---	4,000
887 - OFFICE FURNITURE / EQUIPMENT	---	0
889 - RURAL ADDRESSING	---	0
890 - CONTINGENCIES	---	0

893 - CHIPPEWA COUNTY FAIR BOARD	---	0
966 - HEALTH DEPARTMENT FUND	---	151,832
969 - ECONOMIC DEVELOPMENT CORPORATION	---	26,316
970 - MENTAL HEALTH - CLINIC	---	171,334
972 - P.I.L.T. FUNDS - TOWNSHIPS	---	30,000
973 - CHILD CARE - PROBATE	---	402,173
974 - SOCIAL SERVICES FUND	---	20,110
975 - SOCIAL SERVICES - CHILD CARE	---	14,998
976 - LAW LIBRARY FUND	---	900
980 - ROAD PATROL	---	100,732
981 - VEHICLES	---	54,920
982 - CONSTRUCTION CODE FUND	---	38,715
983 - COMMUNITY CORRECTIONS	---	3,500
989 - COURTHOUSE ANNEX RENOVATION	---	0
990 - E -911 - FUND 212 TRANSFER	---	0
992 - HAZARDOUS WASTE FACILITY	---	0
993 - SAULT DRAIN DISTRICT	---	0
997 - HEALTH INSURANCE FUND (GASB)	---	0
998 - Snowmobile Trail Marker TRANSFER	---	0
<b>TOTAL REVENUE AND EXPENDITURES</b>	<b>11,791,453</b>	<b>11,783,710</b>
Beginning Year Delinquent Tax Fund	10,426,964	0
Ending Year Delinquent Tax Fund	0	10,426,964
Beginning Year Fund Balance	4,195,401	0
Ending Year Fund Balance	0	4,203,143
<b>TOTAL BUDGET</b>	<b>26,413,818</b>	<b>.</b>

#### SPECIAL REVENUE FUNDS

FUND	ACTIVITY	PROJECTED	PROJECTED
		BEG. YEAR	END. YEAR
		FUND BAL.	FUND BAL.
145 - 50TH CIRCUIT COURT PROBATION AND PAROLE	REV.	9,000	2,918
	EXP.	9,000	2,918
147 - CONSTRUCTION CODE REVOLVING ACCOUNT	REV.	100,715	0
	EXP.	100,715	0
152 - HUD MSC 02-731-HO GRANT	REV.	200,000	10,207
	EXP.	200,000	10,207
154 - VICTIM'S COMPENSATION FUND	REV.	0	0
	EXP.	0	0
155 - CHIPPEWA COUNTY D.A.R.E. FUND	REV.	0	0
	EXP.	0	0
166 - FAMILY COUNSELING SERVICES	REV.	3,200	30
	EXP.	3,200	30
209 - OPERATION STONEGARDEN	REV.	129,757	0
	EXP.	129,757	0
210 - COUNTY AMBULANCE ACCOUNT	REV.	465,848	5,319
	EXP.	465,848	5,319
211 - OFFICE OF EMERGENCY SERVICES	REV.	170,409	83,126
	EXP.	170,409	83,126
212 - ENHANCED 911 EMERGENCY TELEPHONE SYSTEM	REV.	950,625	0
	EXP.	950,625	0
213 - BENCH WARRANT FUND	REV.	0	7,096
	EXP.	0	7,096
214 - SAULT DRAIN PROJECT	REV.	0	0
	EXP.	0	0
215 - F.O.C. RELATED CHILD SUPPORT COLLECTIONS	REV.	13,536	68,405
	EXP.	5,000	76,941
216 - COMMUNITY SERVICE FUND	REV.	31,100	2,843
	EXP.	30,825	3,118
225 - CORRECTIONAL FACILITY MAINTENANCE FUND	REV.	659,821	611,517
	EXP.	652,435	618,903
229 - SUPERIOR TWP 2000 IMPROVEMENTS MAINT	REV.	12,720	15,685
	EXP.	13,000	15,405
230 - CHIPPEWA COUNTY RECYCLING	REV.	544,171	412,626
	EXP.	689,871	266,926
232 - OFFICE OF COMMUNITY CORRECTIONS	REV.	208,500	72,202
	EXP.	180,160	100,541
233 - SHERIFF - WAR MEMORIAL HOSPITAL CONTRACT	REV.	42,000	3,169
	EXP.	38,500	6,669

235 - COMMUNITY ACTION SENIOR MEALS	REV.	544,197	239,621	
	EXP.	544,197		239,621
236 - LIBRARY MILLAGE	REV.	544,197	0	
	EXP.	544,197		0
255 - HOMESTEAD PROPERTY TAX EXEMPTION	REV.	3,000	5,909	
	EXP.	3,000		5,909
256 - REGISTER OF DEEDS AUTOMATION FUND	REV.	40,000	61,108	
	EXP.	26,700		74,408
258 - DRUG FORFEITURE FUND	REV.	2,000	14,096	
	EXP.	9,924		6,172
259 - CCSD SALVAGE VEHICLE	REV.	1,500	7,999	
	EXP.	3,100		6,399
262 - ROAD PATROL CONTRACT	REV.	164,272	0	
	EXP.	164,272		0
263 - SHERIFF LAW ENFORCEMENT CONS. FUND TRAININ	REV.	2,500	3,205	
	EXP.	2,500		3,205
264 - LOCAL CORRECTIONS OFFICER'S TRAINING	REV.	14,000	13,067	
	EXP.	11,500		15,567
266 - SHERIFF REVOLVING FUND - PARK PATROL	REV.	2,100	13,915	
	EXP.	2,100		13,915
267 - ROAD PATROL OVERTIME FUNDING	REV.	40,000	52,006	
	EXP.	29,500		62,506
268 - SHERIFF SPECIAL PROJECTS FUND	REV.	1,500	18,637	
	EXP.	2,000		18,137
269 - LAW LIBRARY	REV.	4,400	5,476	
	EXP.	4,400		5,476
270 - SNOWMOBILE TRAIL MARKER FUND	REV.	500	6	
	EXP.	500		6
271 - COUNTY LIBRARY BOARD	REV.	0	0	
	EXP.	0		0
272 - MARINE LIVERY INSPECTION FUND	REV.	300	921	
	EXP.	0		1,221
277 - HIGHWAY SAFETY FUND	REV.	14,000	0	
	EXP.	14,000		0
278 - YOUTH ALCOHOL FUND	REV.	0	0	
	EXP.	0		0
282 - ANIMAL CONTROL MILLAGE	REV.	108,839	0	
	EXP.	108,839		0
285 - ANIMAL SHELTER DONATIONS	REV.	20,000	41,328	
	EXP.	20,000		41,328
286 - YOUTH SUBSTANCE ABUSE ASSISTANCE GRANT	REV.	0	0	
	EXP.	0		0
287 - FIA APPROPRIATION	REV.	20,110	1,158	
	EXP.	20,110		1,158
291 - CHILD CARE FUND - SOCIAL SERVICES	REV.	77,285	80,081	
	EXP.	77,285		80,081
292 - CHILD CARE FUND - PROBATE	REV.	427,673	0	
	EXP.	427,673		0
294 - VETERAN'S TRUST	REV.	10,500	748	
	EXP.	10,500		748
295 - STATE MANDATE RESERVE FUND	REV.	0	0	
	EXP.	0		0
296 - HEALTH INSURANCE SET ASIDE FUND (GASB45)	REV.	0	0	
	EXP.	0		0

**DEBT SERVICE FUNDS**

	<u>REVENUE</u>	<u>EXPENDITURE</u>	<u>BEGINNING</u>	<u>ENDING</u>
363 - 2000 SUPERIOR TOWNSHIP IMPROVEMENTS BOND R	0	0	34,600	34,600
364 - 2000 SUPERIOR TOWNSHIP IMPROVEMENTS DEBT FI	26,243	26,243	0	0
368 - AVERY SQUARE DEBT	3,000	161,800	198,910	40,110
373 - NEW JAIL EXPANSION DEBT	218,800	218,800	0	0
374 - 2010 BOND REFINANCING	544,475	544,475	0	0
376 - CITY OF SSM 2011 REFUNDING	617,050	617,050	0	0
377 - CITY OF SSM 2013 REFUNDING	539,962	539,962	0	0
471 - COURTHOUSE ANNEXRENOVATION FUND	0	0	0	0
472 - ROSS-HOKOLA DRAINAGE DISTRICT	0	0	7,503	7,503

- 5 That the County Clerk is authorized to certify the following claims within such budgeted allocations and to process a warrant for payment and upon receipt of such warrant the County Treasurer is authorized to pay the claims within such budgeted allocations:

<u>ALLOCATION</u>	<u>FREQUENCY</u>	<u>DATE</u>
General Payroll	Bi-weekly	
Employee Fringe Benefits	As due	
Insurances and Bonds	As due	
Loan/Bond Payments	As due	
Utilities	As due	
District Health	Monthly	1 <sup>st</sup> of Month
Jail Medical Retainer	Monthly	15 <sup>th</sup> of Month
Medical Examiner	Monthly	15 <sup>th</sup> of Month
Copier Leases	Monthly	1 <sup>st</sup> of Month
Community Mental Health	Quarterly	June, July, August, September
Child Care	Quarterly	January, April, July, October
Law Library	Quarterly	January, April, July, October
Social Services	Annually	October
Soil Conservation	Annually	April

6. That funds be allocated as may be appropriated by budget action of the Board of Commissioners for the Public Improvements and Capital Fund for capital equipment and projects, and to include the amounts due for the payment of purchase agreements and bond payments as scheduled.
7. That funds be allocated as may be appropriated by budget action of the Board of Commissioners. The funds may be transferred by the County Treasurer and/or the County Administrator's Office in accordance with such budgets.
8. That the following regulations shall apply to these appropriations and Activity Centers (Departments). All Departments, budget administrators, and other agencies and organizations receiving County funds shall be deemed to have agreed to these restrictions and obligations by accepting funds pursuant to this Act or otherwise incurring expenditures in expectation of County funding.
- a. All terms in the Act shall have the meaning assigned to them in the Uniform Budget and Accounting Act. The term "Activity Center" includes all courts receiving funds through this Act.
- b. All Activity Centers (Departments) receiving funds herein shall abide by the Uniform Budget and Accounting Act, and that any modification, addition or deletion of such amounts hereby adopted shall be done in accordance with the policies and procedures established by the Board of Commissioners. Each administrative officer in charge of an Activity Center shall promptly provide the County Administrator with all information which the Administrator considers necessary and essential to the preparation of a County budget for the ensuing fiscal period.
- c. All purchases and travel shall be in accordance with the Chippewa County Purchasing, Contracts and Sales Policy (Policy No. 320) and Travel and Business Expenses Policy (Policy No. 410).

- d. The amounts appropriated herein shall be paid from the County Treasury at the time and in the manner provided by law and other applicable policies or resolutions of the Board, whether enacted to date or subsequently adopted.
- e. Expenditures and revenues shall be recorded and reported in the manner provided by law. Fees and other money received by Activity Centers (Departments) shall be forwarded promptly to the County Treasurer and credited to the appropriate County fund, except as otherwise provided by this Act or by any other act of the Board.
- f. Except as otherwise provided by law, each Activity Center (Department) shall limit expenditures within the appropriations authorized herein and shall not attempt to expend funds at a rate which will eventually result in a deficit in any Activity Center without the approval of the Board. Further, all expenditures of County funds and other funds under the control of any Activity Center, except as otherwise provided by law, shall be expended only for purposes attached to the line-items and within the various policies of the Board of Commissioners, including, but not limited to purchasing policy, applicable collective bargaining agreements and applicable personnel policies. The County of Chippewa shall only be responsible for the payment of purchases made as provided by law and/or policy.
- g. In the event that State of Michigan fails to provide certain revenue transfer payments as required by state law and/or contractual agreements between the State and Chippewa County, the specific programs funded by such state revenue transfer payment shall bear the full impact of such revenue reduction. In the event the State defaults or otherwise fails to provide general, unrestricted revenue transfer payments, the Board, upon the recommendation of the Finance, Claims and Accounts Committee, shall allocate said revenue reduction in its legislative judgment.

**THE CHIPPEWA COUNTY BOARD OF  
COMMISSIONERS CANNOT, AND WILL  
NOT, ABSORB THE PROGRAM COSTS  
CREATED BY REVENUE TRANSFER  
PAYMENT DEFAULTS BY THE STATE  
OF MICHIGAN.**

- h. If an Activity Center (Department) desires an additional appropriation, it shall forward a detailed request to the County Administrator's Office describing the proposed budgetary amendment or transfer and the reasons for the action. The matter will then be presented to the Board of Commissioners through its Finance, Claims and Accounts Committee. No funds may be transferred between Activity Centers (Departments) without prior Board approval.
- i. Except as otherwise provided by law, the number of positions noted for certain Activity Centers (Departments) in the approved Employee Roster included with the budget shall be the maximum staffing level authorized to be drawn from such line-item. No Activity Center shall maintain more employees on the payroll than the maximum specified for the appropriate account. In addition, the job position titles, pay classifications, and full-time equated designations for each position are deemed to be the correct classifications, and any modification of employment classifications shall be done in conformance with established Board policy. Further, if an Activity Center employs at any time, fewer employees than the maximum specified for the appropriate line item in this Act, unexpended appropriation in the amount identified with the unfilled position(s) by payroll records shall immediately and automatically revert to the General Fund Contingency Activity Center (Department No. 890).
- j. It is understood that revenues and expenditures may vary from those that are currently contemplated and may be changed from time to time by the Board of Commissioners during the 2014 fiscal year, as deemed necessary. Consequently, there may be a need to increase or decrease various portions of the budget and/or impose a hiring freeze and/or impose layoffs due to unforeseen financial changes; therefore, the Board of Commissioners reserves the right to change the approved Employee Roster and/or impose a hiring freeze at any time. The County Elected Officials and County Department Heads shall abide by whatever changes are made by the Board of Commissioners, if any, relative to the approved positions and the number of employees stated in the Employee Roster.
- k. Positions on the Employee Roster that are supported by a grant, cost sharing, reimbursement, or other source of outside funding, are only approved contingent upon the County receiving the budgeted revenues. Upon notification that budgeted funding of a position will not be received, the Elected Official or Department Head shall immediately notify the County Controller and Finance, Claims and Accounts Committee, and that position shall be immediately removed from the Employee Roster if funding is exhausted.

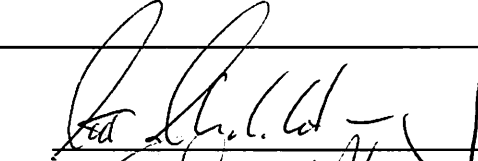
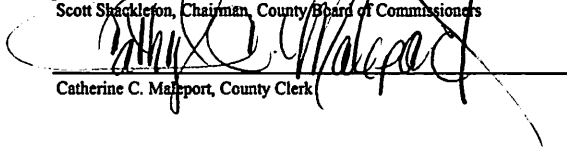
- l. The County Administrator's Office and/or County Treasurer shall be authorized to make year-end transfers of up to \$100,000 between Departments or Funds or with such amounts that may be available in the General Fund, as may be necessary to insure that departments do not end the 2014 fiscal year in a deficit condition.
- m. This Act shall become effective January 1, 2014, and may be amended by the Board at any time. Any appropriations made hereunder may be increased or decreased in the discretion of the Board.
- n. This Act and attachments as incorporated by reference herein and all amendments hereto shall constitute the 2014 General Appropriations Act for Chippewa County for all purposes under the law; and approved at the highest level possible.

A VOTE WAS TAKEN AS FOLLOWS

AYES: Shackleton, Kinsella, Postula, McLean

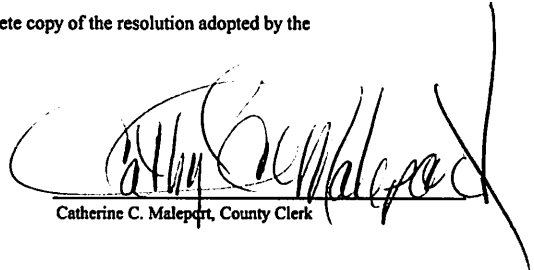
NAYS: Cooper

RESOLUTION DECLARED ADOPTED.

  
 \_\_\_\_\_  
 Scott Shackleton, Chairman, County Board of Commissioners  
  
 \_\_\_\_\_  
 Catherine C. Maleport, County Clerk

STATE OF MICHIGAN     )  
                                   ) ss  
 COUNTY OF CHIPPEWA    )

I hereby certify that the foregoing is a true and complete copy of the resolution adopted by the

  
 \_\_\_\_\_  
 Catherine C. Maleport, County Clerk