

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

July 12, 2018

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, July 12, 2018 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Martin called the meeting to order at 2:00 p.m. with a quorum present.

MEMBERS PRESENT: Jim Martin, Scott Shackleton, Robert Savoie, Don McLean, and Conor Egan

MEMBERS ABSENT: None

OTHERS PRESENT: Karen Senkus, Lana Forrest, Missy Robbins, Mike Bitnar, Jim German and Kelly Church

Approval of 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 Comment

No public comment was offered.

Correspondence and Informational Items

The Committee received the Treasurer's Investment reports, the monthly travel report, the Health Departments Health Care First summary, the VISA billing, the MERS Annual Conference information and Notice of Manatron phasing out the Treasurer, Equalization Building Department programs.

AGENDA ITEMS

Health Department –Medical Direction Agreement between CCHD and LMAS

The Committee reviewed the Alternate Medical Direction Agreement between Chippewa County Health Department (CCHD) and LMAS District Health Department (LMAS) to ensure alternate medical direction (back-up) is available to comply with the applicable statues and rules. This agreement has no additional costs.

It was moved by Commissioner McLean, supported by Commissioner Savoie, to approve the Alternate Medical Direction Agreement between Chippewa County Health Department (CCHD) and LMAS District Health Department (LMAS), as presented; to ensure the statutory mandate of a local health department to provide qualified medical direction for its provision of public health services to provide at no additional County cost back-up medical direction. On a voice vote, the motion CARRIED.

Health Department – Medical Examiner Facility Use Agreement – Spectrum Health

The Committee reviewed the Second Amendment to Medical Examiner Facility Use Agreement between Spectrum Health Hospital and Chippewa County. The Agreement provides autopsy services from Spectrum Health Hospitals, the fees have increased by \$12.00 to \$1,023.00.

It was moved by Commissioner McLean, supported by Commissioner Egan, to approve the Second Amendment to medical Examiner Facility Use Agreement between Spectrum Health Hospital and Chippewa County, as presented for autopsy services. On a voice vote, the motion CARRIED.

Health Department – Pink Ribbon Request #18-08 - \$732.43 & 18-09 - \$1,310.40

The Committee reviewed Pink Ribbon request #18-08 in the amount of \$732.43 and #18-09 in the amount of \$1,310.40. The current balance of Pink Ribbon funds is \$46,554.86

It was moved by Commissioner Savoie, supported by Commissioner Shackleton, to approve Pink Ribbon request #18-08 in the amount of \$732.43 and request #18-09 in the amount of \$1,310.40. On a voice vote, the motion CARRIED.

Health Department – Family Planning Program New Policies

The Committee reviewed the new policies for the Family Planning Program: 4.05.013 – IUD Placement; 4.05.014 – IUD Removal; 4.05.015 – IUD Complications/Missing Strings; 4.05.016 – Identifying IUD Candidates; 4.05.017 – IUD Complications/Perforation; 4.05.018 – IUD Complications/Delayed Menses; 4.05.019 – IUD Complications/Abnormal Bleeding.

It was moved by Commission Egan, supported by Commissioner Savoie, to approve the new polices as presented; policies 4.05.013 – IUD Placement; 4.05.014 – IUD Removal; 4.05.015 – IUD Complications/Missing Strings; 4.05.016 – Identifying IUD Candidates; 4.05.017 – IUD Complications/Perforation; 4.05.018 – IUD Complications/Delayed Menses; 4.05.019 – IUD Complications/Abnormal Bleeding. On a voice vote, the motion CARRIED.

Information Systems – Release RFQ – Six Microsoft Surface Pro 4 Tablets and Accessories

The Committee reviewed the RFQ for six (6) Microsoft Surface Pro 4 Tablets with Accessories.

It was moved by Commissioner Egan, supported by Commissioner McLean, to approve the release of the RFQ for Six (6) Microsoft Surface pro 4 Tablets with Accessories. On a voice vote, the motion CARRIED.

Office of Emergency Services – 2015 Stonegarden \$13,338.01 – 4 Motorola portable radios per SOM bid Pricing (waive County Policy – due to sole provider)

The Committee reviewed a request from Director Michelle Robbins to purchase 4 Motorola APEX 4000 portable radios using 2015 Stonegarden funds, as the request has already been approved by the SOM and FEMA. This purchase pricing is via the SOM and is a sole source provider; so the County will need to waive the County Purchasing policy.

It was moved by Commissioner Savoie, supported by Commissioner McLean, to authorize the \$13,319.87 expenditure to purchase four (4) Motorola APEX 4000 portable radios which includes battery and speaker mic from the 2015 Stonegarden funds, and to waive the County Purchasing policy because of the sole source provider with the SOM. On a voice vote, the motion CARRIED.

Sheriff's Department – SimplexGrinnell – Indusoft Upgrade - \$16,574.21

The Committee reviewed a FY18 Budgeted Upgrade for the Sheriff's Department Jail to upgrade the current DP Detention via Tyco/SimplexGrinnell including computer upgrades in the sergeant's office and the main control center.

It was moved by Commissioner Savoie, supported by Commissioner McLean, to re-authorize the budgeted upgrade, of the DP Detention Indusoft provided by SimplexGrinnell at a cost not to exceed \$16,574.21; and waiving the County Purchasing policy for the upgrade. On a voice vote, the motion CARRIED.

Administration – Class Action RE: Payment in Lieu of Taxes Act

The Committee reviewed documents regarding a Class Action law suit to recover additional funds under the Payment In Lieu of Tax Act (PILT Act) for fiscal years 2015, 0216 and 2017; as Congress significantly amended the PILT statute in 2008 and for 2015-17, because of insufficient appropriations, PILT recipients did not receive the full amount to which they were entitled under the PILT statute based on the U.S. Department of the Interior's full payment calculation.

It was moved by Commissioner McLean, supported by Commissioner Savoie, to authorize and participate in the Class Action Lawsuit regarding PILT Act for fiscal years 2015, 2016 and 2017, and to authorize signature of the Class Action Opt-In Notice Form. On a voice vote, the motion CARRIED.

Administration – Meijer Tax Tribunal Lawsuit

The Committee reviewed Meijer Tribunal (Parcel #17-051-064-031-00) analysis, which broke down by taxing unit; the County portion potential loss being \$13,610.99. The anticipated costs for the Meijer tribunal will be similar to the total Wal-Mart (Cascade) costs; which was \$28,036.39.

Committee comments to remember for Monday night included: the cost of these lawsuits, costs the County Department and constituents every time; that these businesses have commitments to the community too; and that Legislature has been a major disappointment when it comes to the “Dark Stores” issue.

It was moved by Commissioner McLean, supported by Commissioner Egan, to authorize participation with the City of Sault Ste. Marie and the EUP ISD to join a similar Joint Defense Agreement, cost sharing (County 32%, City 66% and 2% EUPISD) regarding the Meijer Tax Tribunal. On a voice vote, the motion CARRIED.

Administration – Personnel Policy clarification

Administrator German addressed the Committee to confirm Personnel action regarding new hires/replacement staff for current positions specifically with regards to the Health Department staffing. The Health Department will be handled the same as the other Departments, County Administration will review and authorize, and if the HD doesn't agree with Administration they can appeal to the Personnel Committee. The Personnel Committee will still make all decisions about new positions, wages and benefits.

It was moved by Commissioner Shackleton, supported by Commissioner Egan, to clarify that the Health Department vacancies will be handled the same as all County Departments; and that Personnel will still oversee the new positions, wages and benefits. On a voice vote, the motion CARRIED.

Administration – Point of Entry Roof Structure

The Committee reviewed the one bid that was received for the Point of Entry Roof Structure, three companies attended the walk-through. The bid of \$47,000.00 from Bonacci Contracting, Inc. was discussed to clarify what specifications were going to be followed for the project.

It was moved by Commissioner Shackleton, supported by Commissioner Savoie, to approve the bid of \$47,000.00 from Bonacci Contracting, Inc. with the stipulation of clarifying the design and materials to be used for the Point of Entry Roof Structure. On a voice vote, the motion CARRIED.

Administration – Sugar Island – Notice of “Comments for Master Plan”

The Committee received and reviewed Sugar Island's proposed new Master Plan; the process calls for requesting comments.

It was moved by Commissioner Egan, supported by Commissioner Savoie, to acknowledge receipt of the Sugar Island proposed Master Plan; with no comments. On a voice vote, the motion CARRIED.

Administration – MEDC – CDBG Program Income Certification - \$33,280.10

The Committee was updated on the CDBG program income monies, as well as, that no new monies are available, and we no longer have a third party administrator to proceed with new projects. Since the County received less than \$35,000 between July 1, 2017 and June 30, 2018; and once MEDC authorized the \$33,280.10 no longer had to follow compliance, no reporting, and it can be spent at the County's discretion.

It was moved by Commissioner Savoie, supported by Commissioner McLean, to approve and authorize sending in the Program Income Certification Form 8-H; indicating PI received between July 1, 2017 and June 30, 2018, is \$33,281.10, which is lower than the threshold, to return the funds to the MEDC, and eliminates compliance and reporting once we receive confirmation from the MEDC. On a voice vote, the motion CARRIED.

Administration – Animal Protection – Renewal Millage Proposal (November ballot)

The Committee reviewed the proposed renewal language for the Animal Protection Millage, which will be on the November ballot.

It was moved by Commissioner McLean, supported by Commissioner Egan, to approve the Animal Protection language as follows, for the November ballot:

(This proposal, if passed, will permit the COUNTY to continue its tax levy of a tenth (.1) of a mill to provide operating funds to the Chippewa County Animal Shelter to be used exclusively to continue the facility as a no-kill shelter, and, as such, the funding will be used to provide medical and supplemental care for the health, safety, and well-being of the animals housed and cared for at the Chippewa County Animal Shelter)

Shall the previous voted increase in the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution on general ad valorem taxes within CHIPPEWA COUNTY MICHIGAN of .1 mill (\$0.10 per \$1,000 of taxable value) be renewed at .1 mill (\$0.10 per \$1,000 of taxable value) for a period of SIX YEARS, being 2019, 2020, 2021, 2022, 2023, and 2024, inclusive, to continue to provide additional operating funds to the Chippewa County Animal Shelter to be used exclusively to continue the facility as a no-kill shelter, and continue to provide medical and supplemental care for the health, safety, and well-being of the animals housed and cared for at the Chippewa County Animal Shelter, and shall the County levy such millage for said purpose, thereby raising in the first year of this renewal an estimated \$120,000? Yes or No.

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 Egan, to recommend the approval of June bills and payroll as follow: the general claims totaling \$232,827.98, other fund claims \$758,384.50, payroll \$505,859.17, Health Department claims \$292,633.66 and Health Department payroll \$215,209.68; total claims \$2,004,914.99 and vouchers H-1 through H-237. On a voice vote, the motion CARRIED.

Finance – Beginning Fund Balances to Audit

The Committee reviewed the beginning fund balances based on the FYE 12/31/17 audit.

It was moved by Commissioner Savoie, supported by Commissioner McLean, to approve the beginning fund balances as presented from the FY2017 Audit. On a voice vote, the motion was CARRIED. (See attached)

Finance – Budget Amendments

The Committee reviewed the following budget amendments:

Revenue	Original Budget	Amended Budget	Change	
101-000-507.400 – General Fund – Grant	0.00	40,000.00	40,000.00	Grant Funds
Expenditures				
101-149-745.700 – GF-Bailiff Uniforms	0.00	2,000.00	2,000.00	Add '1 Staff
101-265-937.000 – GF-B&G Maintenance	8,000.00	15,000.00	7,000.00	Landscaping
101-400-801.507 - GF-Regional Planning	0.00	40,000.00	40,000.00	Grant Expenses
101-648-701.000 - GF-Medical Examiner	65,000.00	100,000.00	35,000.00	More Autopsies
225-000-935.000 – Correctional Maintenance	77,290.71	124,934.71	47,644.00	Plumbing & Boiler
226-000-931.000 – Building Maintenance	30,000.00	103,253.33	73,253.33	Elevator

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

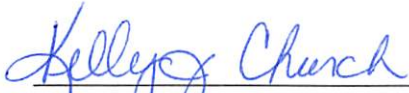
Committee/Chairperson Comments

There was a brief discussion on the Ice Breaking Special Committee.

Adjourn

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

Chairman Martin declared the meeting adjourned at 2:29 p.m.



Kelly J. Church, Recorder



Jim Martin, Chairman.

7/12/2018	Chippewa County				
	Budget Amendments				
	Beginning Fund Balances				
		Original Budget	Amended Budget	Change	
101-000-390-000		4,180,779.00	4,824,135.19	643,356.19	
145-000-390-000		12,203.00	36,701.33	24,498.33	
146-000-390-000		0.00	256.26	256.26	
152-000-390-000		81,818.00	39,610.37	(42,207.63)	
166-000-390-000		150.00	120.00	(30.00)	
208-000-390-000		0.00	13,291.66	13,291.66	
210-000-390-000		618.00	2,361.93	1,743.93	
211-000-390-000		78,053.00	64,295.54	(13,757.46)	
215-000-390-000		90,485.00	131,666.23	41,181.23	
216-000-390-000		6,655.00	11,957.63	5,302.63	
225-000-390-000		683,375.00	720,209.93	36,834.93	
226-000-390-000		196,673.00	103,253.33	(93,419.67)	
229-000-390-000		39,925.00	77,616.69	37,691.69	
230-000-390-000		181,129.00	185,935.85	4,806.85	
232-000-390-000		103,080.00	98,912.69	(4,167.31)	
235-000-390-000		71.00	0.00	(71.00)	
255-000-390-000		1,238.00	655.29	(582.71)	
256-000-390-000		81,363.00	67,594.30	(13,768.70)	
258-000-390-000		28,113.00	27,406.66	(706.34)	
259-000-390-000		5,792.00	6,228.14	436.14	
263-000-390-000		7,342.00	23,941.43	16,599.43	
264-000-390-000		28,155.00	12,350.43	(15,804.57)	
266-000-390-000		10,897.00	9,909.79	(987.21)	
267-000-390-000		20,539.00	40,466.60	19,927.60	
268-000-390-000		5,595.00	4,395.11	(1,199.89)	
269-000-390-000		2,339.00	1,273.74	(1,065.26)	

