

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

May 4, 2017

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, May 4, 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, Scott Shackleton, Don McLean, Conor Egan and Bobby Savoie

MEMBERS ABSENT: None

OTHERS PRESENT: Jim German, Karen Senkus, 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 report, the monthly travel report, the monthly Visa billing statement and reports from the Health Departments billing systems.

AGENDA ITEMS

Administrator Travel – to attend UPACC Conference

The Committee reviewed the travel request to attend UPACC Conference on May 18th and 19th. After the motion to approve the travel took place, Commissioners discussed the need for his attendance due to the ongoing ramifications of the Michigan Works transfer via the State of Michigan to Upward Talent Council, and there is an Upward Talent Council meeting following the end of the UPACC conference.

It was moved by Commissioner Egan, supported by Commissioner McLean, to approve the travel request for Administrator German to attend the UPACC Conference on May 18th and 19th, 2017. On a voice vote, the motion CARRIED.

Cooperative Agreement between EUPRDC and Chippewa County to compete work for EUP Transportation-Logistics Strategy work

The Committee was updated on the EUP Transportation-Logistics Strategy pass-through agreement between EUP Regional Planning & Development Commission and Chippewa County; with an additional Cooperative Agreement needed to complete necessary work elements to provide funding support, submit payment, and keep all financial documentation for grant reporting purposes.

It was moved by Commissioner Savoie, supported by Commissioner McLean, to approve the Cooperative Agreement between the EUP Regional Planning & Development Commission and Chippewa County to complete the necessary work elements for the EUP Transportation Logistics Strategy project. On a voice vote, the motion CARRIED.

Authorization to Proceed with Contract (\$10,000 or less) for Courthouse Roof Project and to waive quote requirements to keep local

Administrator German addressed the Committee regarding the Courthouse Roof project, for re-shingling and re-roofing. Mr. German contacted the two local engineering/architect groups to get quotes, and to determine the scope of services for the project; which include preparing the base roof plans, specifications, plans and detail for the contractors, bidding services and provide to construction administrative services throughout the project. To keep the job local only two quotes were received; the low quote from U.P. Engineers & Architects coming in at \$8,000. Discussion followed.

It was moved by Commissioner Shackleton, supported by Commissioner Savoie, to waive the County's Policy, and to award U.P. Engineers and Architects, Inc. a contract in the amount of \$8,000 for the architectural and engineering services for the Courthouse roof replacement project and the authorize the Administrator to sign and proceed with the project. On a voice vote, the motion CARRIED.

ROD – Agreement for Internet Access to Real Estate Records

The Committee reviewed an Agreement for Internet Access for Real Estate Records between the County and Cloverland Electric Cooperative; this is a similar agreement previously used by the Register of Deeds Office, to provide secure on-line access to documents maintained through the Chippewa Land Records Search System.

It was moved by Commissioner McLean, supported by Commissioner Egan, to approve the Agreement between Chippewa County Register of Deeds and Cloverland Electric Cooperative to provide secure internet access to Real Estate Records of Chippewa County. On a voice vote, the motion CARRIED.

Drug Court – NorthCare Network Jail Diversion Agreement

The Committee reviewed the NorthCare Network Jail Diversion Agreement, which facilitates collaboration and support between Law Enforcement, County Corrections, the Courts, Prosecutor's Office and Hiawatha Behavioral Health (HBH) of Chippewa County and to effectively utilize available mental health and community resources when deemed appropriate as an alternative to incarceration.

It was moved by Commissioner Egan, supported by Commissioner Savoie, to approve and authorize the NorthCare Network Jail Diversion Agreement, as presented to demonstrate community compliance with the Mental Health Code, Section 330.1207. On a voice vote, the motion CARRIED.

2017 Survey & Remonumentation Grant \$90,977; Program Representative contract \$14,902; Monumentation contract for corners 16 corners to Rogers Land Surveying \$25,600 and 38 corners to Northwood Land Surveying – a Sidock Company \$60,800 and Peer Review Surveyors Agreements not to exceed \$3,750 (Jeff Davis, Neil Hill, Erik Lewicki, Larry Rogers and Lawrence Weinreis)

The Committee reviewed the documents and mapping provided for the 2017 Survey and Remonumentation Grant with a brief discussion regarding the continuance of the project and the locations of this year's corners being completed on Drummond Island, Trout Lake, Hulbert and Kinross Townships.

It was moved by Commissioner McLean, supported by Commissioner Savoie, to approve the agreements as presented, to approve and authorize signatures on the 2017 Survey and Remonumentation Grant for \$90,977; to approve William L. Karr, P.S. (Northwoods Land Surveying – A Sidock Company) to oversee administration of the contract in the amount of \$14,902; to approve two Monumentation contracts one for \$25,600 for 16 corners to Rogers Land Surveying and another for \$60,800 for 38 corners to Northwoods Land Surveying – A Sidock Company; to approve the Peer Review Agreements for Professional Surveyors not to exceed \$3,750; and not to exceed \$1,000 per surveyor between the following Surveyors: Jeff Davis, Great Lakes Surveying; Neil Hill, Mackinac Country Land Surveying; Erik

Lewicki, Foresight LLC Professional Land Surveys; Larry Rogers, Rogers Land Surveying; and Lawrence Weinreis, Michigan Department of Transportation. 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 Shackleton, supported by Commissioner Egan, to recommend the approval of April bills and payroll as follow: the general claims totaling \$344,535.16, other fund claims \$3,861,300.00, payroll \$462,129.07, Health Department claims \$267,523.79 and Health Department payroll \$121,425.91; total claims \$5,056,913.93 and vouchers H-1 through H-289. On a voice vote, the motion CARRIED.


Committee/Chairperson Comments

Committee comments included discussion on the DTRF-Fund Balance report, which will be updated quarterly; discussion on the Investment Committee, revenue, and Administration being thanked for the job they do. It was also noted "May the 4th, be with you".


Adjourn

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

Chairman Martin declared the meeting adjourned at 5:57 p.m.



Kelly J. Church, Recorder



Jim Martin, Chairman