

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

March 7, 2019

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, March 7, 2019 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Martin called the meeting to order at 4:30 p.m. with a quorum present.

MEMBERS PRESENT: Jim Martin, Scott Shackleton, Don McLean, Robert Savoie and Conor Egan (4:45 p.m.)

MEMBERS ABSENT: None

OTHERS PRESENT: Karen Senkus, Lana Forrest, Mike Bitnar, Tim Moher, Chuck Leonhardt, Cady Bauers, Tom Farnquist, Tony McLain, Joyce Karr, Bridgett Moher, Suzanne Lieurance, Jim German and Kelly Church

Approval of the Agenda

It was moved by Commissioner Shackleton, 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, and the Health Departments Health Care First summary; and the VISA billing. A lengthy Home Health and Hospice discussion took place as to whether to expand, contract, maintain or partner the operations; as the volumes (less business) continue to decrease; which could cause the program to no longer cover itself or any of the overhead. Many options were discussed including have management make cuts and to run as lean as possible, with only essential services; limiting the area of service; to use fund balance to continue the programs; a millage, if legally possible was discussed and potential partnerships were discussed for either monetary assistance or to transition the services to another provider. Overall the Committee realizes the necessity the services provided, but also acknowledged that Chippewa County is only 2 out of Michigan's 83 counties that still provide these services; as the other counties have been getting out of providing home health and hospice services. The Committee will be updated again at the end of the next quarter; realizing that hard choices may need to be made; indicating that management should run as efficiently as possible and to continue to work with Mr. Leonhardt, to hopefully avoid the loss of the programing and to maintain services.

AGENDA ITEMS

Health Department - Environmental Health Policy 903 - Food Fees

The Committee was provided a comprehensive overview of the request to streamline, simplify and restructure the fixed food fees policy. The Health Department provided a food fees comparison of other health departments; which it appears Chippewa is a little bit higher but close to the others. Also, provided was a detailed breakdown of how the 168 facilities would be effected by the change requested and provided risk-based inspection schedule procedure, regarding the differences between Z and Y facilities. Discussion followed.

It was moved by Commissioner Savoie, supported by Commissioner Egan, to approve the amended Environmental Health Policy 903, Fixed Food, which was prepared on March 1, 2019, as presented. On a voice vote, the motion CARRIED.

Information Systems – ROD Scanner \$7,288.61

The Committee reviewed the three quotes and Information Systems breakdown on current equipment and the cost to replace with new equipment. The low quote of \$7,288.61 includes a trade-in of a \$450.00 credit with GovConnection, Inc.; and would be need to be approved and budgeted to be paid from Special Fund 256 – Register of Deeds Automation Fund.

It was moved by Commissioner Egan, supported by Commissioner Savoie, to authorize the purchase and budget amendment for the purchase of a Production Scanner from GovConnection, Inc., at the cost of \$7,288.61, including trade-in, as quoted. On a voice vote, the motion CARRIED.

Administration – Aventric Technologies – 6 AED's

The Committee reviewed the invoice for the purchase of six (6) LP CR Plus AED's to continue to update the equipment in the Sheriff's Department; for the price of \$6,594.00 including a \$600.00 credit for six (6) used AED's. The Committee was asked to waive the purchasing policy, as Administration previously approved the transaction to receive the pricing.

It was moved by Commissioner Savoie, supported by Commissioner Egan, to authorize and approve the purchase of six (6) new AED's from Aventric Technologies and to waive the County's purchasing policy, for the price of \$6,594.00, including trade-ins, as quoted. On a voice vote, the motion CARRIED.

Administration – Out-of-State Travel Sheriff Bitnar

The Committee reviewed a request for Sheriff Mike Bitnar to attend a Rural Sheriff's Opioid Crisis Conference; as he was nominated and chosen to represent the County for his efforts regarding the opioid crisis.

It was moved by Commissioner Shackleton, supported by Commissioner Savoie, to authorize the out-of-state travel for Sheriff Mike Bitnar, to attend Rural Sheriff's Opioid Crisis Conference in Columbus, Ohio. On a voice vote, the motion CARRIED.

Administration – Bid Summaries

Dodge Charger (1) with trade-in

The Committee reviewed the bid summary for the purchase of one (1) Dodge Charger Patrol Unit, with one bid received from O'Connor Chrysler Dodge Jeep Ram of \$25,543 less trade-in \$1,543.00; total price due \$24,000.00; and meeting bid specifications.

It was moved by Commissioner McLean, supported by Commissioner Savoie, to approve the purchase of one (1) Dodge Charger Patrol Unit at the cost of \$24,000.00, which includes trade-in value of \$1,543.00 from O'Connor Chrysler Dodge Jeep Ram. On a voice vote, the motion CARRIED.

Mid-size SUV (2) with trade-in

The Committee received the bid summary for the purchase of two (2) Mid-size SUV's V-6 (AWD only) vehicles; two quotes were received one from O'Connor Chrysler Dodge Jeep Ram, for Dodge Journey's and one from Soo Motors Inc., for Ford Explorers. O'Connor having the lower prices of \$57,456.00 less trade-in \$1,500.00; total price due \$55,956.00 for two (2) 2019 Dodge Journey's.

It was moved by Commissioner Egan, supported by Commissioner Savoie, to approve the purchase of two (2) 2019 Dodge Journeys from O'Connor Chrysler Dodge Jeep Ram, at a price not to exceed \$55,956.00, including trade-in. On a voice vote, the motion CARRIED.

The Committee received information from the Sheriff on the current shortage of vehicles, and his request to receive a 2018 Dodge Journey with added options of approximately \$7,000.00 instead of waiting 6 to 10 weeks for the delivery of the 2019 Dodge Journey.

It was moved by Commissioner Savoie, supported by Commissioner Egan, to amend the previous motion and to purchase one (1) 2018 Dodge Journey, with additional option of approximately \$7,000 off the sales lot, instead of one (1) of the 2019 Dodge Journeys at the same price quoted; and to waive the County policy for its purchase. On a voice vote, the motion CARRIED.

Administration – Cost Allocation Plan for FY18, 19 & 20

The Committee reviewed the bid summary for the Cost Allocation Plan for FY18, 19 & 20; two quotes were received one from Maximus Consulting Services, Inc. and one from MGT of America Consulting, LLC, to provide the County's cost allocation plan.

It was moved by Commissioner McLean, supported by Commissioner Savoie, to approve and authorize the low bid from Maximus Consulting Service, Inc. of \$15,000 (\$5,000 annually) to provide the County's Cost Allocation Plan for FY18, FY19 and FY20. 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 Savoie, to recommend the approval of February bills and payroll as follow: the general claims totaling \$217,361.07, other fund claims \$373,343.93, payroll \$489,621.58, Health Department claims \$232,032.82 and Health Department payroll \$223,048.67 total claims \$1,535,408.07 and vouchers H-1 through H-317. On a voice vote, the motion CARRIED.

Committee Comments

Commissioner McLean addressed the new plat books, indicating a few errors; and the Committee discussed copying the pages with the mistakes and including them with the plat books, as they are sold.

Chairperson's Comments

No additional comments.

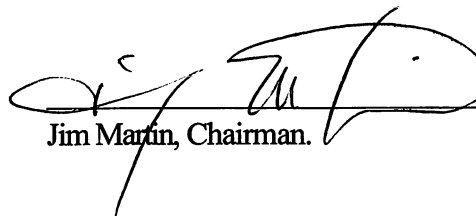
Adjourn

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

Chairman Martin declared the meeting adjourned at 5:25 p.m.



Kelly J. Church, Recorder



Jim Martin, Chairman.