

**CHIPPEWA COUNTY
BOARD OF COMMISSIONERS**

Regular Session
February 13, 2018

The Chippewa County Board of Commissioners met in regular session on Tuesday, February 13, 2018 in the 91st District Courtroom of the Chippewa County Building.

Chairman Shackleton called the meeting to order at 5:30 p.m. The Pledge of Allegiance to the Flag of the United States of America was recited.

Present: Commissioners Jim Martin, Don McLean, Robert Savoie, Chairman Scott Shackleton and Conor Egan arriving at 5:38 p.m.

Absent: None

Also Present: Joanne Galloway, Scott Brand, Maria Brown, Tim Moher, Mike McCarthy, David and Kathy Smithers, Administrator Jim German and Cathy Maleport, Clerk.

ADDITIONS AND DELETIONS TO THE AGENDA

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

APPROVAL OF COUNTY BOARD MINUTES

It was moved by Commissioner McLean, seconded by Commissioner Martin, to approve the following minutes as corrected to state, in the first paragraph of the December minutes, the meeting date should read December 18, 2017, as well as, remove the word Chair, under those present, in front of Commissioner McLean's name.

- Regular Board – December 18, 2017
- Organizational Meeting – January 4, 2018

On a voice vote, the motion carried.

CORRESPONDENCE RECEIVED IN THE CLERK'S OFFICE

It was moved by Commissioner McLean, seconded by Commissioner Savoie, to acknowledge the correspondence received in the clerk's office and, if necessary, forward as appropriate. On a voice vote, the motion carried.

PUBLIC COMMENTS

- In an effort to help the citizens on Sugar Island, Attorney Tim Moher provided the Board with a letter, written by himself and Tony McLean, directed to the Coast Guard and the US Army Corp of Engineers, to request for assistance, due to the ice issues causing problems with the Sugar Island Ferry, and

asked that the Board support their request. Mr. Moher also provided some historical data to show what can be done with the problem that they're experiencing.

- JoAnne Galloway appeared before the Commission on behalf of the League of Women Voters and explained what their organization is all about.
- Mike McCarthy, Executive Director of Chippewa Luce Mackinac Conservation District, presented to the Commissioners their 2017 Annual Report.
- David Smithers appeared before the Board, on behalf of the Chippewa County Sportsman Off Road Vehicle Association, to report, that allegedly the Neebish Island Ferry Operator is not allowing ORV's on the ferry. He asked if the Board would look further into this.

ADMINISTRATOR'S REPORT– Jim German, given for informational purposes only – *no action items*.

OLD BUSINESS

A.) Board Appointments

(I) **Hiawatha Behavioral Health Two Appointments Needed Expires 3/31/2021**

Current members: Rudy Johnson and Jim Moore

Additional applicants: Robin Lynne Savoie and Daniel Smith

On a roll call vote:

Commissioner Egan – Rudy Johnson

Commissioner Martin – Rudy Johnson

Commissioner McLean – Rudy Johnson

Commissioner Savoie – Jim Moore

Chairman Shackleton – Jim Moore

Having two positions to fill, an additional roll call vote was taken as follows:

Commissioner Egan – Robin Lynne Savoie

Commissioner Martin – Jim Moore

Commissioner McLean – Jim Moore

Commissioner Savoie – Jim Moore

Chairman Shackleton – Jim Moore

Rudy Johnson and Jim Moore were re-appointed to the Hiawatha Behavioral Health Board for a term to expire 3/31/2021.

(II) **EUP Transportation Authority – One Appointment Expires 12/31/2020**

Current member: John Kibble

Applicant: Nicholas Huyck

Chairman Shackleton noted that the Board voted previously on this appointment, but were not able to get a majority. The two people they tied on are now being carried over to this meeting to be voted on.

Commissioner Egan – John Kibble
Commissioner Martin – John Kibble
Commissioner McLean – John Kibble
Commissioner Savoie – Nicholas Huyck
Chairman Shackleton – John Kibble

Having received the majority, John Kibble was re-appointed to the EUP Transportation Authority Board for a term to expire 12/31/2020.

NEW BUSINESS

(A) Resolution 18-02 – Special Recognition Marjean Roe

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to approve Resolution 18-02 as follows:

RESOLUTION 18-02

SPECIAL TRIBUTE MARJEAN ROE

LET IT BE KNOWN, that it is with great pride that the Chippewa County Board of Commissioners join together with the residents of Chippewa County, to express their appreciation to Mrs. Marjean Roe for her many years of service to the Chippewa County Jury Board.

MARJEAN ROE is a special community citizen and leader; we recognize this outstanding individual of the community who is a representative of all that is good in leadership, responsibility, enthusiasm and inspiration. Such characteristics embody the attributes for success in any area of endeavor and will not only bring personal satisfaction but also contribute to the well-being of many others.

MARJEAN ROE has brought opportunities, solutions, and much advancement to our County. Each individual effort has contributed to the future quality of life and well-being in Chippewa County. **MARJEAN ROE** will be sorely missed as she not only possesses impeccable integrity and knowledge but also maintained a calm thoughtful demeanor; throughout her tenure. **MARJEAN ROE** has shown professionalism; selflessness; care and concern for others; and a woman who has stood up for her principles.

IN SPECIAL TRIBUTE, therefore, upon her resignation this document is signed and dedicated to honor **MARJEAN ROE** for her services and her contributions to Chippewa County. We join together to extend to **MARJEAN ROE** a gracious thank you for a job well done, good health and may your life continue to be filled with family, friends and fun.

A ROLL CALL VOTE WAS TAKEN AS FOLLOWS:

Yeas: Commissioners Egan, Martin, McLean, Savoie and Chairman Shackleton

Nays: None

THE RESOLUTION WAS DECLARED ADOPTED

STANDING COMMITTEE REPORTS

PERSONNEL/EQUALIZATION AND APPORTIONMENT/TRANSPORTATION/HEALTH AND SOCIAL SERVICES COMMITTEE

Commissioner Egan, Chairman – February 8, 2018

Agenda Items

CCHD Accounts Payroll/Accounts Payable Clerk Position

A discussion took place on creating a new position by combining positions of the Payroll Clerk and the Accounts Payable Clerk, which will lower the total FTE's of the Health Department to 1.5 FTE's, as this request will also include hiring a part time Finance Clerk.

It was moved by Commissioner Egan, seconded by Commissioner Martin, to create and advertise for a Payroll/Accounts Payable position at CCHD; and to pay the position at the County Grade 7. On a voice vote, the motion carried.

CCHD Part Time Finance Clerk

CCHD then asked the Commission to hire a part time Finance Clerk as part of the restructuring and creation of the Payroll/Accounts Payable position. A discussion took place on part time wages.

It was moved by Commissioner Egan, seconded by Commissioner Savoie, to hire a part time Finance Clerk at the County part time wage scale beginning at \$12.63 per hour minimum or less. On a voice vote, the motion carried.

It was moved by Commissioner Egan, seconded by Commissioner McLean, to accept the Personnel/Equalization and Apportionment/Transportation/Health and Social Services Meeting Minutes of February 8, 2018 as presented. On a voice vote, the motion carried.

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

Commissioner Martin, Chairman – February 8, 2018

AGENDA ITEMS

Administration – MERS (Changes per IRS ruling & Change Health Department)

The Committee reviewed a letter from MERS regarding Leave Conversion Compliance for the County's Health Care Savings Programs. A change to the HCSP must be made in order for the plans to maintain its tax-qualified status. The Committee then reviewed MERS Health Care Savings Program Participation Agreements for Divisions 300142, 300143 and 300144, showing the change to Mandatory Leave, as recommended by MERS to maintain the tax-qualified status. Division 300145 needed to make the Mandatory Leave changes, as well as, change the Employer Contribution, as it does not match the County program for Non-union, which should only be post-tax contributions by the employee with no employer contributions.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve changing the County's Health Care Savings Programs, Mandatory Leave for Divisions 300142, 300143, 300144 and

300145 to remove the lump sum leave conversion option to maintain the Programs tax-status qualified status per the recommendation of MERS. On a voice vote, the motion carried.

It was moved by Commissioner Martin, seconded by Commissioner McLean, to approve changing MERS HCSP Division 300145's leave conversation and its Employee and Employer contributions, to match the County Programs, employees will only be able to contribute post-tax dollars with no Employer contribution. On a voice vote, the motion carried.

Administration – Courthouse Entry Ramp roof Design \$4,900

The Committee reviewed the Administration approved \$4,900 Architectural/Engineering Services – Courthouse Main Point of Entry Ramp Roof Design, which included preparing preliminary roof sketch, specifications, plans and details for contractors; but does not include bidding or construction Administration Services. Administrator German asked the Committee to waive the bidding process as long as the project does not exceed \$20,000. The Committee had many questions including feasibility of the whole process, strength of the roof, materials and their strength considering the snow load of falling snow and ice, guarantees of the design, and potential liabilities if it fails.

It was moved by Commissioner Martin, seconded by Commissioner McLean, to approve the proposed Main Point of Entry Ramp Roof project, waiving the County's bidding policy, if the project does not exceed \$20,000, as long as Administrator German provides answers to the questions of the design, stability and materials. A discussion followed.

It was suggested that when they put out a bid that they get two prices, bid it as designed, but if they wish to give us a different design, that used perhaps steel, that they be permitted to also put together another bid using steel, and that would have to be working cooperatively with UP Engineers and Architects for any assigned changes. Commissioner Savoie noted the fact that when they replaced the courthouse roof this past year they were lead to believe that with this new material we would not have a snow or ice problem. It was also suggested that possibly something can be done to alleviate where the snow falls.

The Board was in agreement that this bid should go to the Building and Grounds Committee who will be authorized to have the project proceed.

Commissioner Martin, with Commissioner McLean supporting it, rephrased his original motion as follows:

It was moved by Commissioner Martin, seconded by Commissioner McLean, to approve the proposed Main Point of Entry Ramp Roof project, putting together a new RFP that the Building and Grounds Committee will be authorized to proceed with. Administrator German will move forward with his research and answer any questions the Building and Grounds Committee may have as to design, stability, materials, aluminum vs steel, warranty and liability.

On a voice vote, the motion carried.

Administration – AS400 Software end of life replacement \$1,800

The Committee reviewed the necessity to upgrade software version being run on the AS400, as an end of life effective April 30, 2018 has been given. Information Systems has received pricing of \$1,800 from Advantage Systems, Inc., with additional costs possible, a second pricing option from ITC of

\$3,500 was also received.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve to replace the AS400 software at a price of \$1,800 with Advantage System's Inc. noting that potential increases to the pricing should issues arise. On a voice vote, the motion carried.

Administration – Sheriff Department – Bid Summaries

The Committee received one bid a piece for the Sheriff's Department Ford Utility Police Interceptor and Dodge Charger Police vehicles, each including a trade-in. Soo Motors Inc. bid price including trade-in of \$1,000 for a 2005 Dodge 1500 is \$30,240 for one Ford Utility Police Interceptor. O'Connor Chrysler Dodge Jeep Ram bid price including trade-in of \$1,900 for a 2012 Dodge Charger is \$23,215 for one Dodge Charger Patrol Unit.

It was moved by Commissioner Martin, Seconded by Commissioner Mclean, to approve the bids to purchase one Ford Utility Police Interceptor from Soo Motors Inc. at the price of \$30,240 which includes the \$1,000 trade-in of a 2005 Dodge 1500 and to purchase one Dodge Charger Patrol Unit from O'Connor Chrysler Dodge Jeep Ram at the price of \$23,215 which includes the trade-in of \$1,900 of a 2012 Dodge Charger. On a voice vote, the motion carried.

Surveyor – Plat Books

The Committee reviewed the service agreement to purchase and publish a 2018 Plat Book for Chippewa County; Mr. Karr is recommending 1500 books (\$20,250) and letting them sell the advertising this time around, as it is a more cost effective for the County to go this route, this time. He also recommended leaving the pricing at \$39.00 each. Previously 4-H through Co-op Extension sold the advertisements, the Committee asked for the information on prior sales and profit.

Note: 2013 the Plat Book Advertisement Sales brought in \$5,041.50 in profit for the 4-H program after expenses.

It was moved by Commissioner Martin, seconded by Commissioner McLean, to approve the creation and publishing of 1,500 County Plat Books through Map Solutions at \$13.50 each totaling \$20,250 for the initial order and allowing 4-H to sell advertisements.

On a voice vote, the motion carried.

Sheriff Department – Birddog Services

The Committee reviewed and authorized an agreement between the Chippewa County Sheriff and Birddog Services to provide civil process services until December 31, 2020. Compensation determined by mileage and the number of papers served by Birddog Services, with monthly billing and payments.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to authorize the Agreement between the Chippewa County Sheriff and Birddog Services to provide civil processing services until December 31, 2020. On a voice vote, the motion carried.

Health Department – Pink Ribbon Expenditures

The Committee reviewed three Pink Ribbon expenditures, which is all donated funds for those clients diagnosed with breast and /or cervical cancer requiring assistance with travel and lodging related to treatment may apply for assistance, following policy 1.99.013.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve the Pink Ribbon expenditures 18-01 for \$395.32; 18-02 for \$2,196.73 and 18-03 for \$1,864.14 as presented following policy 1.99-013. On a voice vote, the motion carried.

Health Department – Community Health Services Policy Updates

The Committee reviewed seven policy updates for the Maternal Infant Health Program regarding staffing, emergency procedures, screening MIHP clients, assignment of Case Managers, Transportation, transfer of records and quality assurance. These changes were put into place based on Indicator 7, 18, 27, 29, 54, 57, and 66; indicators are rules and procedures that are updated and changed to meet program requirements.

It was moved by Commissioner Martin, seconded by Commissioner McLean, to approve and authorize the policy changes to the following Maternal Infant Health Program.

- MIHP Staffing 7.01.039
- MIHP Emergency Procedures 7.01.014
- MIHP Screening MIHP Clients 7.01.037
- MIHP Assignment of Case Manager 7.01.018
- MIHP Transportation 7.01.010
- MIHP Transfer of Records 7.01.001
- MIHP Quality Assurance 7.01.013

On a voice vote the motion carried.

Health Department – NorthCare Network – DS Tech – Backup & Disaster Recovery Server

The Committee reviewed a request to replace a server that recently went down for a day and a half. The Committee was given two options to replace one at \$3,500 with smaller capacity and is not upgradable. Another at \$4,500 and is upgradable with hourly back-ups, and cost less to upgrade, if necessary. The backup and Disaster Recovery pricing would be a \$450.00 per month recurring charge.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve the purchase from DS Tech for the 6TB Backup & Disaster Recovery Appliance (server) and monthly service agreement; the server costing \$4,500 and monthly maintenance \$450.00. On a voice vote, the motion carried.

Health Department – Netsmart Amendment

The Committee reviewed information regarding Netsmart which runs Insight the Health Departments billing system. The terms of the amendment renewal were renegotiated by Deputy Health Officer Lana Forrest and Administrator German; the three year amendment will state incremental increases of 1.5% and a new invoice will be provided.

It was moved by Commissioner Martin, seconded by Commissioner Egan, to approve the Netsmart Amendment as renegotiated with 1.5% incremental increase for the 2018, 2019 and 2020 billings. On a voice vote, the motion carried.

Health Department – SSM Tribe – 2% Funding – Hospice Services

The Committee reviewed the 2% Funding Request for Hospices Services in the amount of \$10,000.00.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to authorize the 2% Request from the Sault Ste. Marie Tribe of Chippewa Indians for Hospice Services. 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 Martin, seconded by Commissioner Egan, to recommend the approval of December and January bills and payroll as follows: the general claims totaling \$1,530,777.03, other fund claims of \$823,248.31, payroll of \$1,110,500.52, Health Department claims of \$540,190.33 and Health Department payroll of \$415,233.81; total claims \$4,414,454,.65 and vouchers H-1 through H-576. On a voice vote, the motion carried.

It was moved by Commissioner Martin, seconded by Commissioner Egan, to accept the Finance Claims and Accounts minutes of February 8, 2018 as presented. On a voice vote, the motion carried.

COMMISSIONER REPORT ON MEETINGS AS BOARD REPRESENTATIVE AND GENERAL COMMENTS

Among some of the comments were the following:

- Commissioner McLean had concerns with House Bills 5096-5098 and asked that the Administrator to research this, and if timely, bring it to the next Board meeting in the form of a Resolution to be voted on.
- Commissioner McLean also encouraged his fellow commissioners to attend, a pipeline presentation that deals with pipeline safety, and what the Board's role is, if there is an event that happens. He further noted that this is a two hour session coming up in March.
- Commissioner Mclean also reported the results of the logistic study done dealing with Regional Planning and the EDC of Kincheloe.
- Commissioner Egan noted that they have a problem between two of his townships regarding ambulance runs and was hoping to get them to come to some agreement.
- Commissioner Martin noted that he had been to a pipeline presentation and they referenced a case where a man was just putting in a mail box, and he broke into the optic fiber which resulted in a seven figures liability. He lost everything including his retirement being garnished.
- Commissioner Martin also reported on the school board meeting he attended.

Discussion on the Sugar Island Ferry difficulties yielded the consensus to have the documents Mr. Moher provided reviewed under legal considerations.

Respectfully submitted

Catherine C. Maleport, Clerk

Scott Shackleton, Chairman