

**CHIPPEWA COUNTY
BOARD OF COMMISSIONERS**

Regular Session
August 14, 2017

The Chippewa County Board of Commissioners met in regular session on Monday, August 14, 2017 in the 91st District Courtroom of the Chippewa County Building.

Chairman Shackleton called the meeting to order at 2:00 p.m. The Pledge of Allegiance to the Flag of the United States of America was recited.

Present: Commissioners Don McLean, Robert Savoie and Chairman Scott Shackleton

Absent: Commissioners Conor Egan and Jim Martin

Also Present: Scott Brand, Rev. Dennis J. Boogerd, Jim and Michele Traynor, Karen Senkus, Lana Forrest, Sheriff Bitnar, Tom Kelly, Heidi Bailey, Deputy Administrator Kelly Church, Administrator Jim German and Cathy Maleport, Clerk.

ADDITIONS AND DELETIONS TO THE AGENDA

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to approve the agenda as presented with the addition of the September MACC conference placed under New Business. On a voice vote, the motion carried.

APPROVAL OF COUNTY BOARD MINUTES

It was moved by Commissioner McLean, seconded by Commissioner Savoie, to approve the regular meeting Board Minutes of July 10, 2017 as presented. On a voice vote, the motion carried.

CORRESPONDENCE RECEIVED IN THE CLERK'S OFFICE

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

PUBLIC COMMENTS

- Tom Kelly, volunteer of the year for Hospice House and Chairperson of the Health and Human Services Committee appeared before the Board to express his concerns if the Home Health Services were discontinued.

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

NEW BUSINESS

- A.) Superior District Library Appointment ~ one appointment needed to expire 12/31/2018.
This appointment is due to the resignation of Superior District Library Board member, Richard Crofton.
Candidates: Nancy Berkompas and Sandra Rink

On a roll call vote:

Commissioner McLean – Nancy Berkompas
Commissioner Savoie – Nancy Berkompas
Chairman Shackleton – Nancy Berkompas

Nancy Berkompas having received a unanimous vote was appointed to the Superior District Library Board for a term to expire 12/31/2018.

- B.) MACC Conference (Added to the Agenda)

Chairman Shackleton explained that the Michigan Association of Counties *MACC* is having a conference on Mackinac Island the end of September.

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to restrict it to one person, due to costs, that being Jim German to attend the MACC conference on Mackinac Island to represent Chippewa County. On a voice vote, the motion carried.

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE

Chairman Commissioner Martin – August 10, 2017

AGENDA ITEMS

Health Department Grants, Licenses and Contracts

The Committee reviewed the Michigan Department of Health and Human Services award letter for FY2018 Sault Health Adolescent Care Center grant award for \$195,000.00.

It was moved by Commissioner McLean, seconded by Commissioner Savoie, to approve and authorize the FY2018 grant award of \$195,000, for the Sault Health Adolescent Care Center (SHACC) from the Michigan Department of Health and Human Services (MDHHS). On a voice vote, the motion carried.

Health Department – License Agreement – Possibilities for Change, LLC

The Committee reviewed the license agreement which is an assessment tool used at the SHACC, per grant guidelines students must be assessed for risk factors, this tool has been used for several years. The renewal fees are being waived for two-years, as the SHACC will be a pilot site for implementing a new portion of the assessments.

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to approve the license agreement between the Chippewa County Health Department and Possibilities for Change, LLC, for a two-year no fee agreement, based on the CCHD being the pilot site for implementing a new portion of the assessments. On a voice vote, the motion carried.

Health Department – Cross Jurisdictional Sharing of Services FY17 - \$16,000.00

The Committee reviewed the letter from the Western Upper Peninsula Health Department regarding the distribution for FY2017 Cross Jurisdictional Sharing of Services funding; with Chippewa County eligible to receive a total of \$16,000, funding can be sought for quality improvement and leadership, Superior Environmental Health Code revision and On-going Cross Jurisdictional projects once project reports that support work performed or committed to in compliance with the grant requirements.

It was moved by Commissioner McLean, seconded by Commissioner Savoie, to approve and authorize receiving Cross Jurisdictional Sharing of Services funding for FY2017 in the amount of \$16,000 for on-going projects, Superior Environmental Health Code revisions and for Quality Improvement and Leadership training and programs. On a voice vote, the motion carried.

FY17-18 Contracts with Health Department

The Committee reviewed a listing of contracts and agreements for the Health Department FY18, which included a breakdown of the contracted party, the program utilizing the services, the service provided and the cost of the services provided with a brief description of the services. These items have all been included in the proposed FY18 budget.

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to approve the contracts as listed for the Health Department's FY18. On a voice vote, the motion carried.

Health Department – Release RFQ – Cost Reporting Preparation

The Committee reviewed the RFQ to be released, seeking quotes for the Health Department's Cost Report Preparation.

It was moved by Commissioner McLean, seconded by Commissioner Savoie, to approve the release of the RFQ for the Health Department's Cost Reporting Preparation. On a voice vote, the motion carried.

Health Department – Albert Heating and Cooling via Community Action - \$16,369

The Committee reviewed and was updated on repairs and maintenance for the Health Department section of the Condominium unit per the Master Deed; Community Action Agency has been made aware of the procurement policies that must be followed, unless it is an emergency. The County purchasing policy will need to be waived for the replacement of the air conditioning compressor in the amount of \$9,770.00.

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to approve the bills from Albert Heating and Cooling for the repairs, maintenance and replacement of the compressor of \$16,369; and to waive the County's purchasing policy; due to the miscommunication between the County and Community Action Agency regarding this project. On a voice vote, the motion carried.

Sheriff Department – Building #234 Lease with EDC - \$3,600.00

The Committee reviewed a letter of understanding between the Chippewa County Sheriff's Department and the Economic Development Corporation of Chippewa County to continue to lease approximately 10,800 square feet for storage purposes; at the rate of \$300 per month for the period January 1, 2018 to December 31, 2018, which is the same rate as the prior year.

It was moved by Commissioner McLean, seconded by Commissioner Savoie, to approve the Letter of Understanding between the Chippewa County Sheriff's Department and the EDC of Chippewa County to continue the lease of building #234 for storage. On a voice vote, the motion carried.

Veterans Affairs – VCAT Outreach mini-grant Award - \$1,448.00.

The Committee reviewed the application and award notice received by Veterans Counselor Jaci Haske, awarding the department with \$1,448 to purchase pamphlets, name tags, flyers, a banner, a table and chairs to be used for Community outreach.

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to accept, authorize and establish a budget for the VCAT Outreach Mini-Grant award in the amount of \$1,448 to purchase items to be used for Community outreach. On a voice vote, the motion carried.

Administration – Tax Tribunal and Appeal and Joint Defense Agreement (Cascade X)

The Committee reviewed the Tax Tribunal and Appeal Joint Defense Agreement Confidential Attorney Client document for the dispute with Cascade X, LLC. The County's portion being 32% until the EUPISD cap is met and 33% thereafter.

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to approve the Tax Tribunal and Appeal Joint defense Agreement Confidential Attorney Client Document as presented for the dispute with Cascade X, LLC. Commissioners McLean and Savoie expressed their disappointment to have to go through this route again. On a voice vote, the motion carried.

Administration – Short-term, Long-term and Life Insurance renewal via 44North

The Committee reviewed the renewal for the County's short-term, long-term and life insurance coverage; 44North sought out quotes as our third-party administrator. Lincoln Financial Group via Michigan Association of Counties quote came in with a better renewal than our current provider The Standard. Six other companies declined to quote due to the nature of business and uncompetitive rates.

It was moved by Commissioner McLean, seconded by Commissioner Savoie, to approve the quote from Lincoln Financial Group, for a two-year contract for County employees short-term, long-term and life insurance, based on the renewal quote provided by 44North. On a voice vote, the motion carried.

Administration – Bid Summary

Copy Machines (Administrator & Central Dispatch)

The Committee reviewed the bid summary for the purchase and 5-year maintenance contract for copiers for Administration and Central Dispatch, two quotes were received and both met bid specs.

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to approve the low bid from National Office Products for the purchase and 5-year maintenance contract of two Konica Minolta Bizhub 368 Copier/Printer/Scanner/Fax machines at the purchase price of \$7,786.88; maintenance will be billed annually. On a voice vote, the motion carried.

4G LTE Modems (Revise & Release)

The Committee was updated that the first RFP did not include installation and that no bids were

received, due to the installation and the Committee was asked to release the updated RFP.

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to approve the re-release of the RFP's for 4G LTE Modems (Law Enforcement), which excludes the installation. On a voice vote, the motion carried.

Administration – Xerox Copier Machine – lease ending December 2017

The Committee was updated on the two main copier machines that are currently leased through Xerox, and those leases will be ending December 2017; which was not considered during the FY16 budget, as Deputy Administrator Church's replacement copier schedule was not accurate. The Committee was asked to approve replacing only one of these copiers with similar capabilities and one similar to the one that was purchased for Central Dispatch; as the other large copier located in the Public Defender's Office was previously utilized by all the offices located in the Courthouse Annex. This will be a monthly cost savings of approximately \$130 for the lease, as well as, monthly use charges of approximately \$90. This request would need to have a budget amendment once we have the cost of the larger capacity copier, and the option of purchasing or leasing.

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to approve the request to eliminate one of the large capacity copiers, with one similar to the bid summary previously approved above and to seek the lease or purchase of one large capacity copier in the Courthouse, with a budget amendment authorized when the replacements are approved. On a voice vote, the motion carried.

Administration–Audit Services–2017 & 2018 Anderson, Tackman & Co. - \$28,000.00 per year

The Committee reviewed the Audit Services bid summary from September 2016. Based on the agreed upon cancellation of Gabridge & Co. and to contract with Anderson, Tackman & Company, the Committee was asked to authorize Anderson, Tackman & Company for FY17 & 18 Audit Services at the cost of \$28,000.00 per year.

It was moved by Commissioner McLean, seconded by Commissioner Savoie, to authorize and approve Anderson, Tackman & Company to provide Audit Services for FY17 and FY18 at the annual price of \$28,000. On a voice vote, the motion carried.

Administration – Small Cities – CDBG (MSHDA)- Update

The Committee was updated on the balance of the current program income left in the program which is \$14,527.88, The Committee was asked to authorize these funds to continue to be utilized for projects that are not in the targeted area, and the third-party administrator would like it disclosed that one of these projects is an employee of the CLMCAA. In addition, \$146,934 in grant funds needs to be expended by 12/31/2017 in the targeted area.

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to approve and authorize utilizing the \$14,527.88 of program income for projects outside the targeted area, and approving the employee of CLMCAA project and acknowledge the \$146,934 in grant funds for the targeted area of Sault Ste. Marie to be expended prior to December 31, 2017. Commissioner McLean expressed his disappointment with having to use all the monies in the designated targeted area of Sault Ste. Marie, as there are outlying areas that could use some help. On a voice vote, the motion carried.

Administration – MERS 2017 Officer Delegation Certification form

The Committee was asked to authorize the 2017 Officer Delegate Certification, if Administration is able to attend the MERS Conference September 21-22, 2017 in Detroit.

It was moved by Commissioner McLean, seconded by Commissioner Savoie, to authorize Administration’s request for the MERS Officer Delegation Certification form. On a voice vote, the motion carried.

Administration – Chippewa County Child Care Budget Summary

The Committee received and reviewed the Chippewa County Child Care Budget Summary (DHS-2091) for October 1, 2017 through September 30, 2018, which is due to the State of Michigan by August 15, 2017. This is an annual process.

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to approve the Chippewa County Child Care budget as presented for October 1, 2017 through September 30, 2018 period. 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, seconded by Commissioner Savoie, to recommend the approval of July bills and payroll as follows: the general claims totaling \$268,271.76, other fund claims of \$441,235.86, payroll of \$464,342.45, Health Department claims of \$271,234.40 and Health Department payroll of \$106,508.33; total claims of \$1,551,529.80 and vouchers H-1 through H-324. On a voice vote, the motion carried.

Audit Amendments – Fund 281

The Committee was asked to authorize the budget for Fund 281, as it was missed previously when the fund was authorized.

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to approve the budget for Fund 281 as follows:

Revenue	Expenditures
281-000-507.000 - \$8,203.00	281-000-706.000 - \$1,200.00
	281-000-715.000 - \$300.00
	281-000-979.000 - \$6,703.00

On a voice vote, the motion carried.

Chairman Shackleton asked everyone to note the following dates for November:

- Finance Meeting ~ Tuesday, November 7, 2017
- Regular Board Meeting, ~ Tuesday, November 14, 2017

It was moved by Commission McLean, seconded by Commissioner Savoie, to accept the Finance Claims and Accounts meeting minutes of August 10, 2017 as presented. On a voice vote, the

motion carried.

Commissioner Shackleton announced the loss of Judge Church and asked everyone to join him in a moment of silence.

COMMISSIONERS REPORT ON MEETINGS AS BOARD REPRESENTATIVE AND GENERAL COMMENTS

- Commission McLean invited his fellow Commissioners to read the correspondence regarding recycling that was received in the clerk's office.
- Commissioner Savoie thanked and agreed with Mr. Tom Kelly for his comments on the Hospice House.
- Chairman Shackleton stated that we have a wonderful network of caring people, doing a great job in our community. We have challenges in our Health Department – one of which being a nationwide shortage of nurses; we're paying a competitive wage and going to continue to recruit and try to provide all the services we possibly can.

Having completed the agenda items, it was moved by Commissioner Savoie, seconded by Commissioner McLean, to adjourn. The Board adjourned at 2:44 p.m.

Respectfully submitted,

Catherine C. Maleport, Clerk

Scott Shackleton, Chairman