

**CHIPPEWA COUNTY
BOARD OF COMMISSIONERS**

Regular Session
September 10, 2018

The Chippewa County Board of Commissioners met in regular session on Monday, September 10, 2018 in the 91st District Courtroom of the Chippewa County Building.

Vice Chairman Don McLean called the meeting to order at 5:00 p.m. The Pledge of Allegiance to the Flag of the United States of America was recited.

Present: Commissioners Jim Martin, Vice Chairman Don McLean, and Robert Savoie

Absent: Chairman Scott Shackleton and Connor Egan

Also Present: Chief Public Defender Jennifer France, Scott Brand, Lana Forrest, Heidi Bailey, Jim Traynor, Karen Senkus, Deputy Administrator Kelly Church, Administrator Jim German and Cathy Maleport, Clerk

ADDITIONS AND DELETIONS TO THE AGENDA

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

APPROVAL OF COUNTY BOARD MINUTES

It was moved by Commissioner Savoie, seconded by Commissioner Martin, to approve the regular Board meeting minutes of August 13, 2018 as presented. On a voice vote, the motion carried.

PUBLIC COMMENTS

- No public comments were offered

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

OLD BUSINESS

- A) Department of Veterans Affairs Committee Appointment – expires 3-31-2019
Candidates: Bradley L. Ormsbee and James Taylor

On a roll call vote:

Commissioner Martin	-	James Taylor
Commissioner McLean	-	James Taylor
Commissioner Savoie	-	James Taylor

Having received a unanimous vote, Mr. James Taylor was appointed to the Veterans Affairs Committee to fill a vacancy that will expire 3/31/2019.

STANDING COMMITTEE REPORTS

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

Commissioner Martin, Chairman – September 6, 2018

AGENDA ITEMS

Health Department – 2019 Budget

Chuck Leonhardt presented the proposed Chippewa County Health Department 2019 budget; explaining personnel that had been removed (a PT Clerk and (2) Nursing positions); discussion regarding the SHACC, overhead, Health Care First billings and how the volume of certain services being down. The proposed budget is projected to balance at \$88 to the good, once an adjustment to the Cost Settlement is increased by \$35,000 and includes a \$204,000 appropriation from the County. Additional discussions on the Home Health revenue, which will need to hit \$2.9 million, was reviewed at length and will need to be closely monitored as the demand for those services have been reduced for June and July when reviewing the trend. The Committee reviewed the commitment to the Retiree Health Care, noting the expense and the changes that have been made to eliminate these costs; including ideas on how to further reduce those costs. Mr. Leonhardt also addressed the Committee regarding un-committing and un-assigning certain fund balances that are not required by law, statute or a specifically directed donation; and to make the funds available if necessary for general fund operations, if needed. The Committee also reviewed the proposed vendors contracts, including those necessary for information systems maintenance (support costs).

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve the 2019 CCHD budget as presented, with the recommendation to increase the cost settlement by \$35,000 to balance the budget, showing \$88 increase in fund balance for the year. On a voice vote, the motion carried.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to un-commit and to un-assign certain fund balances that are not required by state law, statute or specifically directed by donation so that these funds can be used for Health Department operations, if needed. On a voice vote, the motion carried.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve the various budgeted contracts as presented and authorizing the Health Officer's signature. On a voice vote, the motion carried.

Public Defender – Draft Grant Agreement – Budget

The Committee reviewed the Chippewa County Indigent Defense System budget from the MIDC , the funding breakdown and the sample grant agreement with the Michigan Indigent Defense Commission (MIDC) and Chippewa County; the state grant portion being \$285,724.22 and the local share \$219,544.00. Final documents are still being prepared.

It was moved by Commissioner Martin, supported by Commissioner McLean, to approve job descriptions for the Public Defender's Assistant Public Defender and the Legal Assistant (Paralegal), as presented, to approve the use of the legal services agreement for attorneys needed for

overflow/conflict cases, to be paid at \$75 per hour and to accept the budget and grant agreement, showing the local match of \$219,544 and the State portion being \$285,724.22, tentatively until the final documents are received and match said information and details. A discussion followed which included concerns with the way reimbursements are set up, in the grant, to the public defender's office, together with the self-imposed September 17 deadline that is, according to MACC not in statute. The administrator suggested that the Commission accept this as is, that until the last deadline, dropdown date, if they do not have a clear opinion from MACC that the commission leave it up to administration to decide whether to sign off on it. Commissioner Martin had concerns with landing this all on the administrator; he indicated that he felt they were abandoning their fiduciary duty. After further discussion, acting Chair Don McLean announced that the motion that they have now is to tentatively approve this and that the administrator is agreeable to do this reluctantly, but he will do this, and that if at the last minute everything went the wrong way, that he would call us individually, and if necessary, call a meeting.

On a voice vote, the motion carried as follows:

Yeas: Vice Chair McLean and Commissioner Savoie

Nays: Commissioner Martin

Having received a majority vote, the motion carried.

Information Systems – BS&A Software to replace Manatron

The Committee received quotes from BS&A Software to replace Manatron systems that will no longer be supported, as of spring 2019, which is the Equalization/Assessing, County Tax, Delinquent County Tax, and Principal Residence Exemption. The price of the applications, data conversion/database set up, implementation and training and travel expenses is \$94,305, plus any additional hardware, if necessary. The annual service fees for these programs are \$10,800. The other system that will no longer be supported is the Building Department, including Field Inspections applications of \$25,685, data conversions/database set up of \$16,725; implementation and training with travel of \$14,850 – a total of \$57,260 with annual maintenance fees of \$5,135. These options do not include any of the online applications, details of the data conversion could also be an increase to these fees, and if it is determined that additional years need to be converted for any of the applications. A demonstration from BS&A Software will be held on Tuesday, September 11th and the appropriate Departments will be reviewing general ledger, cash receipting, accounts payable and receivable, fixed assets, inventory management and payroll & timesheets. This meeting will help to determine if the County would like to request any changes with the current software and what advantages, it may have for compatibility within all software, which would best serve the departments. General discussion followed.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve the quotes from BS&A Software for the Equalization/Assessing, County Tax, Delinquent County Tax, and Principal Residence Exemption and the Building Department, including Field Inspections applications, currently priced without any additional hardware or needed changes regarding the data conversion \$151,565, plus \$15,935 for annual maintenance. On a voice vote, the motion carried.

Office of Emergency Services – FY2017 Operation Stonegarden - \$95,000

The Committee reviewed the FY2017 OPSG grant agreement, certifications regarding the lobbying, standard assurances, audit certificates for FY2017 Operation Stonegarden Grant Agreement CFDA No.

97.067; EMW-2017-SS-00013-S01 obligation of \$95,000.00.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve and authorize signature for the FY2018 Emergency Management Performance Grant \$17,362, FY2019 Emergency Management Performance Grant – Initial Work Agreement, and the FY2017 Operation Stonegarden - \$95,000, as presented. On a voice vote, the motion carried.

Administration – Administrator Travel (MAC Conference)

The Committee officially approved Administrator German's travel to the Michigan Association of Counties summer conference that was held in Frankenmuth. The Administrator was able to attend as the Committee requested during the July meeting.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve Administrator German's travel to Frankenmuth for the MAC conference held in August. On a voice vote, the motion carried.

Administration – RFQ Release Snowplowing Bids

The Committee reviewed request to release for 2018-2019 snowplowing and snow removal bids for the County Buildings, Animal Control and for Central Dispatch; added to the County's portion of the bid was the handicapped drive.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to authorize the release of snow plowing and snow removal bids for 2018-2019 seasons, for the County Buildings, Animal Control and Central Dispatch. 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 Savoie, to recommend the approval of August bills and payroll as follows: the general claims totaling \$2,205,775.06, other fund claims of \$369,307.92, payroll of \$717,333.36, Health Department claims of \$262,277.41 and Health Department payroll of \$307,141.20 total claims of \$3,861,834.95 and vouchers H-1 through H-270. On a voice vote, the motion carried.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to accept the Finance, Claims and Accounts committee meeting minutes of September 6, 2018 as presented. On a voice vote, the motion carried.

**COMMISSIONER REPORT ON MEETINGS AS BOARD REPRESENTATIVE AND
GENERAL COMMENTS**

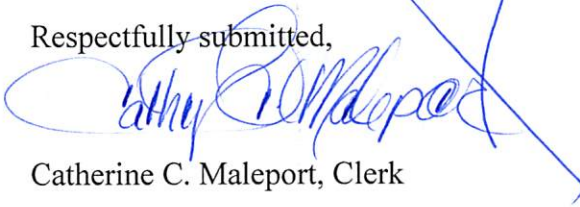
Commissioner McLean reported on the following meetings he attended:

- U.P. County Commissioners Legislative Coalition meeting held on August 30th, 2018 in Escanaba
- EDC Board meeting

- MEDC meeting
- The Upward Talent Counsel meeting in Escanaba on August 2nd, 2018
- Michigan Works local elected official meeting on August 2nd, 2018 in Escanaba
- Michigan Works meeting in Escanaba on September 6th, 2018.
- U.P.C.A.P. meeting on September 7th in Escanaba; and
- Three Icebreaking Committee meetings

Having completed the agenda items; it was moved by Commissioner Savoie, seconded by Commissioner Martin to adjourn. The Board adjourned at 6:09 p.m.

Respectfully submitted,



Catherine C. Maleport, Clerk



Scott Shackleton, Chairman