

# **FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES**

**May 10, 2018**

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, May 10, 2018 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Martin called the meeting to order at 5:32 p.m. with a quorum present.

**MEMBERS PRESENT:** Jim Martin, Scott Shackleton, Bobby Savoie and Conor Egan

**MEMBERS ABSENT:** Don McLean

**OTHERS PRESENT:** Karen Senkus, Lana Forrest, Don Wilson, Vince Rose, Carrie LeMaster, Denise Brummett, Margie Hank, Jim German and Kelly Church

## **Approval of the Agenda**

It was moved by Commissioner Savoie, supported by Commissioner Shackleton, to approve the amended 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, the VISA billing, 44 North – Prescription savings estimate, MERS 1<sup>st</sup> Quarter report for both the County and the Health Department and the DTRF/RHFV Quarterly report.

## **AGENDA ITEMS**

**Health Department – Amended MOU; Pink Ribbon requests #05 & #06; Community Health Services Policies; Clinical Policies; Release RFQ to purchase vehicle for Needle Exchange Program and Release Notice to Receive Bids for 2007 Ford Fusion.**

The Committee discussed the agenda items briefly; the amended MOU is with NorthCare for \$25,000 is for the vehicle that we are releasing the RFQ. The policies are for syringe access and the SHACC, due to changes and new policy requirements.

It was moved by Commissioner Savoie, supported by Commissioner Egan, to approve the following Health Department agenda items:

- **Amended MOU with NorthCare for the Needle Exchange Program vehicle - \$25,000**
- **Pink Ribbon #18-05 - \$1609.68 and #18-06 \$77.76**
- **Community Health Services Policies – Syringe Access**
  - **#4.05.009 – Program Philosophy**
  - **#4.05.010 – General Operations**
  - **#4.05.011 – Health & Safety**
  - **#4.05.012 – Naloxone Dispensing**
- **Clinical Polices – Sault Health Adolescent Care Center – SHACC**
  - **#7.01.004 – Eligibility/Non-Discrimination**
  - **#7.01.007 – Referral/Follow-up on Client Care**

- #7.01.022 – Consent for Care
  - #7.01.030 – Fees & Reimbursements
  - Release RFQ to purchase vehicle for Needle Exchange Program
  - Notice of Receiving Bids for sale of 2007 Ford Fusion (as is)
- On a voice vote, the motion CARRIED.**

**Allocation Board – Approve Ballot Language for November Election**

The Committee reviewed the minutes from the Allocation Board meeting and the language for the ballot as follows:

PROPOSED FIXED MILLAGE PROPOSITION

Shall Separate tax Limitations be established for a period of four (4) years, being 2019, 2020, 2021, and 2022, for the County of Chippewa, the Townships and Intermediate School District within the County, the aggregate of which shall not exceed 8 mills as follows:

	Mills
County of Chippewa	6.15
Townships	1.65
Intermediate School District	.20
TOTAL	8.00

Yes  
 No

**It was moved by Commissioner Egan, supported by Commissioner Savoie, to approve and authorize the ballot language as presented and recommended by the Allocation Board for the “peg” for the Allocated millage. On a voice vote, the motion CARRIED.**

**Sheriff Department – Approve out-of-state travel**

The Committee reviewed and discussed the request to attend the National Police Officer Memorial to add Chippewa County fallen Deputies to the wall in Washington D.C.

**In was moved by Commissioner Savoie, supported by Commissioner Egan, to approve the out of state travel request to attend the National Police Officer memorial in Washington D.C. On a voice vote, the motion CARRIED.**

**County Administration – Boiler & storage tank replacement (emergency repairs)**

Administrator German addressed the Committee regarding the need to replace the storage tank, due to a leak and it was recommended to change the boiler at the same time to save money in the future, replacing the boiler now would save approximately \$3,500. Discussion followed regarding as to whether an additional quote could have been sought do to the lead time necessary to receive the necessary parts. The replacement will be billed to Fund 225.

**It was moved by Commission Egan, supported by Commissioner Savoie, to approve the emergency repairs and the Albert Heating and Cooling quote to furnish and install a new boiler and storage tank for jail operations, at a price not to exceed \$30,000.00. On a voice vote, the motion CARRIED.**

**Administration – Courthouse & County Building lawn & grounds**

The Committee held a quick discussion regarding the Courthouse and County Building grounds; which due to the roof replacement and not replacing shrubbery and perennials continually that is time for some additional funds to be spent to get the grounds looking better. This project will include leveling the brick pavers on the north end of the Courthouse; the annual mulching and clean-up of the beds, replacement and manicuring of shrubbery and replacing some perennials. Administrator German estimated \$3,000 to \$7,000. No action was necessary.

### **Administration – Empower – Deferred Comp Employees Plan County & Health Department**

The Committee was asked to authorize changes to the Plan Documents for Empower Retirement (formally Great West) to update the contract, update the managed account document; which will lower the managed account fee for employees that have Empower Retirement and to add the detail behind setting up a Roth 457b; after tax option to the plan. There are no County funds contributed to Empower Retirement only Employee monies.

**It was moved by Commissioner Savoie, supported by Commissioner Egan, to authorize the plan document, advisory services agreement and to add a Roth Governmental 457 (b) after-tax contribution option for the employees with Empower Retirement (formerly Great West). On a voice vote, the motion CARRIED.**

### **Administration – Request for Qualifications – Employee Benefits**

The Committee had received the confidential comparison of the answers from the Request for Qualifications for Employee Benefits. A lengthy discussion regarding the Request for Qualifications took place; and was determined that the RFQ was basically designed as a bid, since the pricing for the various services were included; and by adding the current plan from BC/BS would not change, as the plan cost from BC/BS would be the same for each agent.

It was moved and rescinded by Commissioner Egan, to move this agenda item to the June meeting.

**It was moved by Commissioner Savoie, supported by Commissioner Egan, to not proceed with the bidding process, as based on the information and the Request for Qualifications with the pricing included; it is not appropriate to change. On a voice vote, the motion CARRIED.**

### **Administration – Building Inspector (Temporary)**

Administrator German addressed the Committee regarding needing to hire a part-time (temporary); discussion followed regarding the pay scale and the certifications needed to be able to hold this position.

**It was moved by Commissioner Savoie, supported by Commissioner Egan, to hire Jay Predmore, as the part-time (temporary) Building Inspector, at the five-year level of the part-time schedule (\$15.01 per hour). On a voice vote, the motion CARRIED.**

### **CLOSED SESSION – Union Bargaining and Contracts**

**It was moved by Commissioner Shackleton, supported by Commissioner Savoie, at 6:23 p.m. to move into closed session to discuss Union bargaining and contracts. On a roll call vote, 4-0, the motion CARRIED.**

**Chairman Martin declared the closed session ending at 6:33 p.m.**

**It was moved by Commissioner Shackleton, supported by Commissioner Savoie, to reconvene the Finance Committee meeting at 6:43 p.m. On a roll call vote 4-0, the motion CARRIED.**

Brief discussion followed the closed session regarding the two Michigan Fraternal Order of Police Labor Council contracts with the Corrections Officers and Dispatchers; noting that the Senior Dispatchers and the Dispatcher contracts will be combined. The contracts will be dated for May 14, 2018.

**It was moved by Commissioner Shackleton, supported by Commissioner Savoie, to approve the Michigan Fraternal Order of Police Labor Council Agreements with Chippewa County and 9-1-1 Dispatchers Unit and Chippewa County and the Corrections Unit, as presented and negotiated. 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 Savoie, supported by Commissioner Egan, to recommend the approval of April bills and payroll as follow: the general claims totaling \$209,967.10, other fund claims \$3,686,031.04, payroll \$461,576.56, Health Department claims \$227,977.74 and Health Department payroll \$202,211.77; total claims \$4,787,764.21 and vouchers H-1 through H-306. On a voice vote, the motion CARRIED.

**Finance – Establish Mental Health Court Fund**

The Committee was asked to establish a new fund for Mental Health Court.

It was moved by Commissioner Egan, supported by Commissioner Savoie, to establish a Mental Health Court Fund. On a voice vote, the motion CARRIED.

**Finance – Budget Amendments**

It was moved by Commissioner Savoie, supported by Commissioner Egan to approve the amendments as follows:

**Revenue**

- 101-000-676.301 – Sheriff Revenue – Increase \$610.00 – for Equipment Reimbursement
- 232-000-401.200 – Community Corrections – Increase \$15,000.00 – Increased drug testing

**Expenditures**

- 101-301-979.000 – Sheriff Department – Increase \$400.00 – Verizon – vehicle diagnostics GPS
- 101-301-801.000 – Sheriff Department – Increase \$3,000.00 – GPS annual billing
- 101-301-979.000 – Sheriff Department – Increase \$610.00 – DPS reimbursement for equipment
- 232-000-727.200 – Community Corrections – Increase \$15,000.00 – Purchase additional drug tests

On a voice vote, the motion CARRIED.

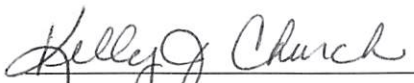
**Committee/Chairperson Comments**


Commissioner Shackleton apologized for not being able to attend Monday’s Commission meeting; Commissioner Egan addressed his reasoning behind his resignation from the CLM Community Action Agency was due to that Board’s corruption.

**Adjourn**

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

Chairman Martin declared the meeting adjourned at 6:48 p.m.

  
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Kelly J. Church, Recorder

  
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Jim Martin, Chairman.