

**CHIPPEWA COUNTY
BOARD OF COMMISSIONERS**

Regular Session
July 10, 2017

The Chippewa County Board of Commissioners met in regular session on Monday, July 10, 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 Martin, McLean, Savoie and Chairman Shackleton
Commissioner Egan *arrived at 2:09 p.m.*

Absent: None

Also Present: Scott Brand, Oliver Turner, James Traynor, Karen Senkus, Lana Forrest, Sheriff Mike Bitnar, Pat Egan, Maria Brown, 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 Martin, to approve the agenda as presented. 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 following minutes together with the spelling correction of Dr. Louis Lukenda's name concerning the May minutes as submitted:

- Public Hearing – June 12, 2017
- Regular Board Session - June 12, 2017
- Spelling correction Regular Board Session – May 8, 2017

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

- Sault Ste. Marie City Manager Oliver Turner appeared before the Board to express his appreciation for the county's recent partnership with the City as well as the Road Commission and the E.U.P. ISD on the coalition effort to preserve equity in taxation within the community and represent the community in front of the Michigan Tax Tribunal in regards to its case with Walmart.

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

NEW BUSINESS

A) Resolution 17-19 U.P. Area Agency on Aging FY2018 Annual Implementation Plan for Services to Older Adults

It was moved by Commissioner Savoie, seconded by Commissioner McLean, to adopt Resolution 17-19 as follows:

RESOLUTION NO. 17-19

U.P. AREA AGENCY ON AGING FY 2018 ANNUAL IMPLEMENTATION PLAN FOR SERVICES TO OLDER ADULTS

WHEREAS UPCAP, which serves as the U.P. Area Agency on Aging, is required to develop a 2018 Annual Implementation Plan that provides development and funding for programs to serve older adults in the Upper Peninsula; and

WHEREAS, during the 2018 Annual Implementation Plan development process, UPCAP conducted one public hearing and received input from service providers, older adults, county officials, human services organizations, and other interested parties; and

WHEREAS, each U.P. county is represented by a county official on the UPCAP Board of Directors; and

WHEREAS, the UPCAP Board of Directors has unanimously approved the proposed 2018 Annual Implementation Plan; and

WHEREAS, the AAA 2018 Annual Implementation Plan also requires review by individual county boards;

THEREFORE, BE IT RESOLVED, that the Chippewa County Board of Commissioners has received and hereby supports the U.P. Area Agency on Aging 2018 Annual Implementation Plan.

BE IT FURTHER RESOLVED that this resolution be submitted to UPCAP and placed on file.

A VOTE WAS TAKEN AS FOLLOWS:

AYES: Commissioners Martin, McLean, Savoie and Chairman Shackleton

NAYS: None

THE RESOLUTION WAS DECLARED ADOPTED.

B) RESOURCE ADVISORY COMMITTEE APPOINTMENT (see attached exhibit A)

It was moved by Commissioner Martin, seconded by Commissioner McLean, to appoint Commissioner Savoie to the Resource Advisory Committee. On a voice vote, the motion carried.

C) RESOLUTION 17-20 CHIPPEWA COUNTY'S DEFICIT ELIMINATION PLAN
(Fund 212 – FYE 12/31/2017)

It was moved by Commissioner McLean, seconded by Commissioner Martin, to adopt Resolution 17-20 as follows:

It was noted that this was an outside firm that made a mistake, it truly was an accounting error, there is no deficit per say.

RESOLUTION 17-20
CHIPPEWA COUNTY'S DEFICIT ELIMINATION PLAN

WHEREAS, Chippewa County's Fund 212 Enhanced 9-1-1 has a \$36,079 deficit fund balance on December 31, 2016; and

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

NOW THEREFORE, BE IT RESOLVED, that the Chippewa County Board of Commissioners adopts the following as the Fund 212 Enhanced 9-1-1 Deficit Elimination Plan:

REVENUE

REVENUE	\$555,294.00
STATE .19 FUND	\$168,000.00
REIMBURSEMENTS	\$190,000.00
TRANSFER FROM FUND 210	\$41,461.66
TOTAL REVENUE	\$954,755.66

EXPENSE

SALARIES - OFFICERS	\$33,120.36
SALARIES - CLERKS/DEPUTTIES	\$475,632.30
SALARIES - OVERTIME	\$25,000.00
FRINGES	\$196,750.00
SUPPLIES	\$6,600.00

POSTAGE	\$200.00
DUES & SUBSCRIPTIONS	\$1,250.00
TELEPHONE/COMMUNICATIONS	\$18,000.00
TRAVEL	\$7,000.00
UTILITIES	\$22,000.00
MAINTENANCE	\$85,000.00
MISCELLANEOUS	\$2,000.00
EDUCATION/TRAINING	\$4,000.00
CAPITAL OUTLAY	\$14,000.00
LEASE	\$28,124.00
TOTAL EXPENCE	\$918,676.66
EXCESS OF REVENUES OVER EXPENDIURES	\$36,079.00

Explanation: Increasing the transfer in from the other Fund will eliminate the unrestricted deficit. Since the deficit was created by pre-paid expenditures, It is our intention to eliminate any prepaid expenditures from this fund, if this cannot be done we will increase the transfer fro the other Fund so no deficit exists.

BE IT FUTHER RESOLVED, that Chippewa County’s Administrator/CFO submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

A VOTE WAS TAKEN AS FOLLOWS:

AYES: Commissioners, Martin, McLean, Savoie and Chairman Shackleton

NAYS: None

Commissioner Egan abstained.

THE RESOLUTION WAS DECLARED ADOPTED.

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE

Chairman Commissioner Martin – July 6, 2017

AGENDA ITEMS

Correctional Healthcare Companies (CHC) annual renewal

The Committee reviewed the renewal from Correctional Healthcare Companies (CHC) for continued inmate healthcare services, continuing October 3, 2017 through October 2, 2018. CHC is seeking a 3.0% rate increase from \$15,886.55 to \$16,363.15 per month (annually \$196,357.80), the 3.0% is consistent with the Consumer Price Index (CPI).

It was moved by Commissioner Martin, seconded by Commissioner McLean, to approve and authorize the Correctional Healthcare Companies contract increase of 3.0% for continued inmate

healthcare starting October 3, 2017 through October 2, 2018, the monthly rate of \$16,363.15 (\$196,357.80 annually). A discussion followed regarding the Federal Government audits. On a voice vote, the motion carried.

Chippewa County Courthouse – Roof Replacement

The Committee reviewed the Courthouse roof replacement project work from U.P. Engineers & Architects, Inc., including the bid proposals from two companies and recommendation to approve Kaysner Construction's lower bid of \$262,000 to complete the project. If approved UPEA will proceed with the preconstruction meeting and contract signing.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve the Courthouse roof replacement bid of \$262,000 to Kaysner Construction, Inc., and to authorize U.P. Engineers & Architects, Inc., to proceed with the project, with the preconstruction meeting and obtaining a signed contract. On a voice vote, the motion carried.

Release RFQ's

Copy Machines (Administrator & Central Dispatch)

4G LTE Modems (Law Enforcement)

The Committee reviewed two REQ's to be released and seek quotes for two copy machines and for 4G LTE modems.

It was moved by Commissioner Martin, seconded by Commissioner Egan, to approve the release of the request for quotes for Copy Machines (*Administrator & Central Dispatch*) and for 4G LTE Modems (*Law Enforcement*). On a voice vote, the motion carried.

Health Department

Financial Policy 2.02.003 – Agency

Administrative Policy 7.01.030 – SHACC

The Committee reviewed two Health Department policies regarding rates to be charged for services. These two policies will enable the Health Department to establish fees for services set according to the Blue Cross Blue Shield (BC/BS) traditional fee scale, in accordance with the proper CPT code fee schedules and will be updated annually and when adjusted by BC/BS. These policies cover Public Health Clinics and the Sault Health Adolescent Care Center.

It was moved by Commissioner Martin, seconded by Commissioner McLean, to approve Financial Policy 2.02.003 – Agency and Administrative Policy 7.01.030 – SHACC as presented: with fees for services to be associated with the BC/BS CPT code; and adjusted accordingly. On a voice vote, the motion carried.

Authorize Health Officer as Authorizing Official for grant work

The Committee received and reviewed a request from Health Officer Karen Senkus, asking that she be designated as the authorizing official for Chippewa County Health Department. This designation would allow for her to submit annual work plans and budgets with the state's E-Grams systems, as well as, allowing her to issue Letters of Intent to apply for grant funding on a continual basis. Awarded funding will be brought to the Board of Commissioners to approve and authorize.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to authorize the Health Officer as the authorized official to allow for submittal of work plans and budgets within the state's

E-gram system and to allow for issuing of a Letter of Intent to apply for grant funding on a continual basis; with the understanding that all grant awards will be subject to the Board of Commissioners approval and authorization. On a voice vote, the motion carried.

Health Department – Approve & Accept Michigan Health Fund Grant \$10,000.00.

The Committee reviewed a grant award letter and grant agreement from the Community Foundation of the Upper Peninsula and its Michigan Health Grant Fund Committee awarding the Chippewa County Health Department \$10,000.00 for its “Resilient Youth, Strong Future” program.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve and accept receipt of funds from the Community Foundation of the Upper Peninsula and its Michigan Health Grant Fund Committee awarding the Chippewa County Health Department \$10,000.00 for its “Resilient Youth, Strong Future” program. On a voice vote, the motion carried.

Health Department – Health Messenger system

The Committee received a request to purchase a new automated phone call reminder system for the Health Department’s Personal Health programs. The current system server is failing and Teletask is being phased out by its company. The new Health Messenger system is internet based, with additional features and provides a cost savings to the Health Department of approximately \$1,220.24 in the first year and \$1,470.24 in the subsequent years.

It was moved by Commissioner Martin, seconded by Commissioner Egan, to approve the purchase of the Health Messenger program at a price not to exceed \$1,550.00; which will provide a savings to the Health Department. On a voice vote, the motion carried.

Health Department Write-offs

The Committee received and reviewed the first of annual write-offs for Environmental Health, SHACC (including dental) and Public Health, noting that this first year is a multiple-year write-off for these programs, as previously the write-offs were not followed up on after being presented to the Board of Health. This request includes write-offs totaling \$11,019.01 (Environmental Health \$6,984.25, Public Health \$3,279.35 and SHACC including dental \$755.41); and establishes a policy for future write-offs to be provided each November to the Finance Committee for review and approval. All items will be written-off by the Health Department; although items above \$100 will be sent to collections. It was also noted that \$1,292.00 was not written off in EH as the businesses are still in business and payment is being sought with the possibility of ceasing services in the future, if possible in order to collect the outstanding debt.

It was moved by Commissioner Martin, seconded by Commissioner Egan, to approve the write-offs as presented totaling \$11,019.01 (Environmental Health \$6,984.25, Public Health \$3,279.35 and SHACC including dental \$755.41); and for the Health Department to follow the new procedure providing the write-off’s annually in November. 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 June bills and payroll as follows: the general claims totaling \$374,525.73, other fund claims of \$782,576.34, payroll of \$459,894.05, Health Department claims of \$282,133.63 and

Health Department payroll of \$352,132.54; total claims of \$2,251,262.29 and vouchers H-1 through H-331. On a voice vote, the motion carried.

Audit Amendments – Beginning Fund Balances to Audit

The Committee reviewed the beginning fund balances based on the FYE 12/31/16 audit. It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve the beginning fund balances as presented from the FY2016 Audit. On a voice vote, the motion was carried (*see attached*)

Budget Amendments

The Committee reviewed the budget amendments. There were several questions regarding the necessity for the required deficit plan. Gabridge & Company noted during its audit presentation, that the page 17 negative balance in unassigned that ‘nothing’s wrong’ that it was just governmental accounting (GASB 54); the negative is due to prepaids, which will be handled differently in the future. The deficit elimination plan resolution will be acted on during Regular session and then sent to the Department of Treasury for approval; without approval this will affect the County’s State Revenue Sharing.

It was moved by Commissioner Martin, seconded by Commissioner Savoie, to approve the budget amendments as presented. On a voice vote, the motion carried. (*Included below*)

It was further moved by Commission Martin, seconded by Commissioner Savoie, to have Administration review the Auditor’s contract to see if there is an opt-out clause of the three-year contract. On a voice vote, the motion carried.

It was moved by Commission Martin, seconded by Commissioner McLean, to accept the Finance Claims and Accounts meeting minutes of July 6, 2017 as presented. On a voice vote, the motion carried.

COMMISSIONERS REPORT ON MEETINGS AS BOARD REPRESENTATIVE AND GENERAL COMMENTS

- Commissioner McLean recognized the Administration’s efforts that were put into the Dark Stores Issue, as well as, finding the funds through Legislature for the MI Works Problem resulted in over a million dollars in savings to the County.
- Referencing the Dark Store Issue, Commissioner Martin stated, “We won this battle, so to speak, but the war rages on.” He also referenced a round table meeting in Mackinac City he attended with Representative Chatfield, “They’re not saying it won’t happen, but things are not looking very promising for any movement in the next Legislative year to pull the plug on this.” He also referenced the landfill in Paradise and recognized Kelly and Jim’s efforts in moving fast and keeping up with the DEQ.
- Chairman Shackleton also recognized Jim and Kelly’s work concerning the MI Works appropriation and also recognized and thanked State Representative Chatfield for his efforts. He indicated that Representative Chatfield, in addition to getting the county money, also assisted locally on several other projects including: carbide dock problem in the city and

LSSU's grant to address electrical infrastructural problems.

- Commissioner Martin added Senator Schmidt and Casperson also had a lot to do with that bill.

Having completed the agenda items, it was moved by Commissioner McLean, seconded by Commissioner Martin, to adjourn. The Board adjourned at 2:33 p.m.

Respectfully submitted,

Catherine C. Maleport, Clerk

Scott Shackleton, Chairman

7/10/2017	Chippewa County			
	Budget Amendments			
	Beginning Fund Balances			
		Original Budget	Amended Budget	Change
101-000-390-000		3,759,455.00	4,180,779.22	421,324.22
145-000-390-000		12,203.00	25,574.54	13,371.54
152-000-390-000		81,818.00	73,209.32	(8,608.68)
166-000-390-000		150.00	150.00	0.00
208-000-390-000		0.00	14,685.83	14,685.83
210-000-390-000		618.00	949.23	331.23
211-000-390-000		78,053.00	89,654.11	11,601.11
215-000-390-000		90,485.00	116,284.97	25,799.97
216-000-390-000		6,655.00	5,439.92	(1,215.08)
225-000-390-000		683,375.00	704,482.31	21,107.31
226-000-390-000		196,673.00	104,673.02	(91,999.98)
229-000-390-000		39,925.00	64,744.34	24,819.34
230-000-390-000		181,129.00	132,323.90	(48,805.10)
232-000-390-000		103,080.00	81,179.78	(21,900.22)
235-000-390-000		71.00	0.00	(71.00)
255-000-390-000		1,238.00	473.83	(764.17)
256-000-390-000		81,363.00	94,009.43	12,646.43
258-000-390-000		28,113.00	28,625.88	512.88
259-000-390-000		5,792.00	5,151.72	(640.28)
263-000-390-000		7,342.00	17,392.57	10,050.57
264-000-390-000		28,155.00	29,319.83	1,164.83
266-000-390-000		10,897.00	10,422.27	(474.73)
267-000-390-000		20,539.00	23,557.88	3,018.88
268-000-390-000		5,595.00	6,595.11	1,000.11
269-000-390-000		2,339.00	1,522.24	(816.76)

		Chippewa County			
		Budget Amendments			
		Beginning Fund Balances			
			Original Budget	Amended Budget	Change
272-000-390-000			1,273.00	1,391.41	118.41
274-000-390-000			7,651.00	8,092.61	441.61
282-000-390-000			124,958.00	163,642.45	38,684.45
285-000-390-000			75,651.00	125,130.76	49,479.76
287-000-390-000			1,158.00	1,158.33	0.33
291-000-390-000			65,084.00	48,903.72	(16,180.28)
294-000-390-000			2,673.00	0.00	(2,673.00)
363-000-390-000			34,600.00	34,600.00	0.00
368-000-390-000			0.00	0.00	0.00
472-000-390-000			7,503.00	7,502.75	(0.25)

7/10/2017	Chippewa County						
	Budget Amendments						
Revenue			Original Budget	Amended Budget	Change	Description	
211-000-699-210	Office Emergency Service	Transfer In	158,383.00	122,304.40	(36,078.60)	Reclassify Transfer Deficit Plan	
212-000-699-210	911 Emergency	Transfer In	5,382.66	41,461.66	36,079.00	Reclassify Transfer Deficit Plan	
Expenditures							
101-865-701-000	General Fund	Insurance	240,000.00	265,000.00	25,000.00	Increased Expenses	
101-878-701-000	General Fund	Legal	10,000.00	35,000.00	25,000.00	Increased Expenses	
101-886-701-000	General Fund	Cost Allocation Plan	4,000.00	7,500.00	3,500.00	Prior Year Billed This Year	
210-000-999-211	County Ambulance	Transfer Out	158,383.40	122,304.40	(36,079.00)	Reclassify Transfer Deficit Plan	
210-000-999-212	County Ambulance	Transfer Out	5,382.66	41,461.66	36,079.00	Reclassify Transfer Deficit Plan	