

# FINANCE, CLAIMS AND ACCOUNTS COMMITTEE

## MEETING MINUTES

August 9, 2018, 2018

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, August 9, 2018 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Martin called the meeting to order at 2:00 p.m. with a quorum present.

**MEMBERS PRESENT:** Jim Martin, Scott Shackleton, Robert Savoie, Don McLean, and Conor Egan

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Joyce Karr, Karen Senkus, Lana Forrest, Attorney Greg Grant, Attorney Andrew Brege, Jim German and Kelly Church

### Approval of the Agenda

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

### Public Comment

No public comment was offered.

### Closed Session

It was moved by Commissioner Savoie, supported by Commissioner McLean, to go into closed session to consult with our attorney regarding settlement negotiations in connection with the case of *Jennifer France v. Chippewa County, et al*, Case No.2:18-cv-31, pending in the Western District of Michigan and the case of *Ann Mikolowski v 91<sup>st</sup> District Court, et al*, File No. 2:17-cv-137-RJJ-TPG pending in the U.S. District Court for the Western District of Michigan pursuant to Section 8(e) of the Open Meetings Act since discussion in an open meeting will have a detrimental financial effect on the litigating position of Chippewa County. On a roll call vote, the motion CARRIED.

Chairman Martin declared the closed session ending at 2:48 p.m.

It was moved by Commissioner Savoie, supported by Commissioner Egan, to accept the advice of counsel in the France and Mikolowski matters. On a voice vote, the motion CARRIED.

### Correspondence and Informational Items

The Committee received the Treasurer's Investment reports, the monthly travel report, the Health Departments Health Care First summary, the VISA billing, and the 2019 budget calendar.

### AGENDA ITEMS

#### Health Department –Preliminary 2019 Budget

The Committee reviewed the preliminary 2019 Health Department budget presented by Chuck Leonhardt, several questions and concerns were addressed and the Committee will be asked to approve a final budget at the September meeting.

#### Health Department – Retirement System Waiver Application Form 5584 – Approve Application for Waiver and Plan

The Committee reviewed the necessary application to the Michigan Department of Treasury Form 5584, as the Chippewa County Health Department's Retiree Healthcare Plan does not meet the standards established by the SOM. The Retirement Plan is only funded at 20% and needs to be at 40%; policy changes have been made and the HD is funding the current retirees plus 5.25% of the annual wages, which is approximately \$125,000 annual

to the Plan.

**It was moved by Commissioner Savoie, supported by Commissioner Egan, to approve Form 5584 regarding Protecting Local Government Retirement and Benefits Act; Application for Waiver and Plan for the CCHD Retirement Healthcare Plan. On a voice vote, the motion CARRIED.**

**Health Department – Family Planning Program New Policies**

The Committee reviewed policies for Clinical Procedures 4.05.020 – Animal Bite/Rabies Investigation and Children’s Special Health Care Services 8.00.025 – CSHCS Annual Report.

**It was moved by Commissioner Savoie, supported by Commissioner McLean, to approve the new policies as presented Clinical Procedures 4.05.020 – Animal Bite/Rabies Investigation and Children’s Special Health Care Services 8.00.025. On a voice vote, the motion CARRIED.**

**Health Department – Autoclave purchase - \$6,914.99 via family planning budget**

The Committee reviewed the purchase of this necessary equipment to sterilize equipment in the family planning clinics. The specialty item will be purchased from Henry Schien Company.

**It was moved by Commissioner Egan, supported by Commissioner McLean, to approve the purchase of the autoclave equipment at a price not to exceed \$6,914.99 from the Henry Schien Company and paid from the family planning budget. On a voice vote, the motion CARRIED.**

**Information Systems – Bid Summary – Six Microsoft Surface Pro 4 Tablets and Accessories**

The Committee reviewed the eight bids and pricing for the six (6) Microsoft Surface Pro 4 Tablets with Accessories. Information Systems is recommending the lowest bid proposal from Insight Public Sector in the amount of \$7,173.12 and valid until September 26, 2018.

**It was moved by Commissioner Savoie, supported by Commissioner Egan, to approve the purchase of Six (6) Microsoft Surface pro 4 Tablets with Accessories, from Insight Public Sector, Inc., who had the lowest bid of \$7,173.12. On a voice vote, the motion CARRIED.**

**Information Systems – DS Tech Service Agreement – Server Hosting and Network Services**

The Committee reviewed the renewal of the contract between Chippewa County and DS Tech which provides Server Hosting and Network Services, the term of the contract is 60 months at the cost of \$540 per month plus applicable fees and taxes.

**It was moved by Commissioner McLean, supported by Commissioner Savoie, to approve the 60 month contract between DS Tech and Chippewa County for Server Hosting and Network Services as presented, at a cost of \$540 per month plus applicable fees and taxes. On a voice vote, the motion CARRIED.**

**Sheriff Department – Jail – Physician Staffing Enhancement following ICE Audit - \$724.58/month**

The Committee reviewed a request from the Chippewa County Jail to add additional physician’s services to the Correctional Healthcare Companies (CHC) contracts due to a recent ICE audit.

**It was moved by Commissioner Egan, supported by Commissioner Savoie, to authorize the additional 0.5 hours (0.0125 FTE) per week of Physician services at a monthly cost of \$724.58 (\$8,694.96 annually) to the CHC contract. On a voice vote, the motion CARRIED.**

**Office of Emergency Services – Title III Establish Fund**

The Committee reviewed a request to establish a special fund for Title III funds, for easier tracking of these funds

**It was moved by Commissioner McLean, supported by Commissioner Egan, to authorize administration to establish a new special fund for Title III monies. On a voice vote, the motion CARRIED.**

**Treasurer – Annual Report of Balance in Land Sale Proceeds Account**

The Committee received and reviewed the Annual Report of Balance in Land Sale Proceeds Accounts provided by County Treasurer Margie Hank, in accordance with MCL 211.78m (8)(h).

**It was moved by Commissioner Shackleton, supported by Commissioner Egan, to accept and approve the Annual Report of Balance in Land Sale Proceeds Accounts, as presented with the amount available to transfer of \$122,876.30 to the general fund by 12/31/2017. On a voice vote, the motion CARRIED.**

**Administration – Supplemental Animal Control Services w/City of Sault Ste. Marie renewal**

The Committee reviewed the Contract for Supplemental Animal Control Services between the County and the City of Sault Ste. Marie which is a renewal, with no changes from the previous contract.

**It was moved by Commissioner Savoie, supported by Commissioner Shackleton, to approve the renewal of the Contract for Supplemental Animal Control Services between the County and the City of Sault Ste. Marie a two year contract in which the County will receive \$1,300.00 per month for providing the services, as detailed. On a voice vote, the motion CARRIED.**

**Administration – Public Defender – accept monies from Grant by Resolution at Regular meeting and BS&A Proposal (informational only)**

The Committee received and reviewed information on the Public Defender Resolution to accept monies from the MIDC grant and the information received from BS&A Proposal for various software and hardware.

**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 July bills and payroll as follow: the general claims totaling \$388,756.89, other fund claims \$309,604.15, payroll \$487,454.58, Health Department claims \$395,577.76 and Health Department payroll \$209,192. total claims \$1,790,585.82 and vouchers H-1 through H-279. On a voice vote, the motion CARRIED.**

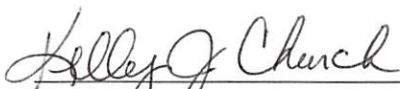
**Committee/Chairperson Comments**

Comments regarding the Dark Stores in relation to possibly assisting Escanaba; the City of SSM reaching a settlement with Cascade Crossings regarding Dark Stores; an EDC business venture that does not appear to be getting the same assistance from MEDC programming, based on the number of potential new employees; the EDC receiving a \$45,000.00 grant for abatement of asbestos; attendance of the MAC Conference in Frankenmuth; and the meeting and luncheon at the CC Hall introducing the new MSHDA Director.

**Adjourn**

**It was moved by Commissioner Shackleton, supported by Commissioner Egan to adjourn.**

Chairman Martin declared the meeting adjourned at 3:36 p.m.

  
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Kelly J. Church, Recorder

  
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Jim Martin, Chairman.