

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE

MEETING MINUTES

July 10, 2014

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, July 10th, 2014 at the Chippewa County Courthouse in Sault Ste. Marie, Michigan. Chairman Cooper called the meeting to order at 4:00 p.m. with a quorum present.

MEMBERS PRESENT: Don Cooper, George Kinsella, Don McLean and Scott Shackleton

MEMBERS ABSENT: Ted Postula

OTHERS PRESENT: Dave martin, Margie Hank, Administrator Jim German, and Deputy Administrator Kelly Church

Approval of the Agenda

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

Public Comment

No Comments were offered.

Correspondence and Informational Items

The Committee received the Treasurer's investment report, the monthly travel report from the addendum, the June Visa billing statement for review, a memo from the Michigan Supreme Court and the amended copy of the Child Care Fund Budget for 2013-2014.

AGENDA ITEMS

Health Department - 2% Funding Request – EUP Hospice Services

The Committee received and reviewed the 2% Funding request from the Chippewa County Health Department for EUP Hospice Services project, which is requesting \$29,612 to provide sufficient revenue to all Hospice to provide for certified services and to free up operation funds for the Hospice House. Discussion followed.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to approve the Chippewa County Health Department 2% Funding Request for EUP Hospice Services. On a voice vote, the motion CARRIED.

Health Department – Medical Examiner Facility Use Agreement

The Committee received documentation from the Health Department, with regards to a Medical Examiner Facility Use Agreement with Spectrum Health, who provide autopsies that require forensic pathologist, as well as, all child deaths and unique death cases for Chippewa County. The service fees will be \$982.00 for each autopsy ordered by the designated County Medical Examiner. Discussion followed with regards to if this was a renewal or a new contract, the information will be forwarded to the full Board for consideration once the additional information is obtained.

It was moved by Commissioner Shackleton, supported by Commissioner Kinsella, to forward the Medical Examiner Facility Use Agreement with Spectrum Health, to provide autopsies designated by the County medical Examiner in the amount of \$982.00, which is subject to an annual 3% increase on the effective date of the Agreement, to the full Board for consideration, with the additional information. On a voice vote, the motion CARRIED.

****Note: The CCHD has been working with Spectrum Health for approximately the last ten years, this is the first time a contract has been sent to the Health Department, nor does the County have a previous contract on file, the previous amount paid to Spectrum is \$873.60.**

Health Department – General Ledger Clerical position update (no action required)

The Committee reviewed a memo from CFO Christine Lundquist, which will be discussed during the Personnel Committee minutes at Monday's Regular Board meeting.

Re-Issue RFB for 3 – Sonicwall NSA-2600 UTM Firewalls

The Committee reviewed a memo from Brian Bartlett, explaining the need to re-issue the RFB for three Sonicwall NSA-2600 UTM Firewalls, which was budgeted for in 2014.

It was moved by Commissioner McLean, supported by Commissioner Kinsella, to approve the re-release for the three Sonicwall NSA-2600 UTM Firewalls. On a voice vote, the motion CARRIED.

Sheriff's Department – Replace matrix per Budget & Quote provided \$20,960.00

The Committee received and reviewed budget information and the quotes provided to purchase and replace the Matrix of the Simplex system, which is the brain box in the Chippewa County Jail at the replace cost of \$20,960.00.

It was moved by Commissioner Shackleton, supported by Commissioner Kinsella, to approve the purchase of the Matrix for the Simplex system in the Chippewa County Jail, at a cost not to exceed \$20,960.00 from SimplexGrinnell. On a voice vote, the motion CARRIED.

Annex Proceeds Allocation

The Committee discussed the use of the Annex sale proceeds of the \$206, 630.14 received from MMRMA and \$92,500 from the signed purchase agreement and the need to establish a Courthouse Maintenance fund. Discussion followed.

It was moved by Commissioner Shackleton, supported by Commissioner McLean, to approve the establishment of a Courthouse Maintenance Fund, with the proceeds of the monies received from MMRMA in the amount of \$206,630 and the sales proceeds of \$92,500 and to prioritize a list of items that need to be addressed. On a voice vote, the motion CARRIED.

Animal Shelter – Personnel Request

The Committee reviewed the motion from the Personnel regarding a request from the Animal Shelter Manager Holly Henderson to allow one part-time shelter employee with six years of service be approved to work over the 29 hours per week, and to be offered health care on January 1, 2015. Discussion followed with regards to the Affordable Health Care Act and the waiver being sought, including offering full-time to this part-time employee, and the wage breakdown difference.

It was moved by Commissioner Kinsella, supported by Commissioner McLean, to forward the motion for approval consideration, with the wage/benefit breakdown information included for the Affordable Health Care Act waiver for one part-time Shelter employee. On a voice vote, the motion CARRIED.

****Note:**

	Wages	Soc Sec/Medi	Health	Retire	STD/LTD	Unempl	W/C	
Grade 6 - 1 year full-time	\$ 28,412.80	\$ 2,173.58	\$ 13,872.58	\$ 997.29	\$ 360.00	\$ 28.41	\$ 772.29	\$46,616.95
Grade 6- 1 year Health Only @78 hours	\$ 28,006.68	\$ 2,142.51	\$ 13,872.58	\$ -	\$ -	\$ 28.01	\$ 761.25	\$44,811.03
Notes:								\$ 1,805.92
Current wage 13.02								
Full-time wage @ 1 year -13.66								
Part-time wages in 2015 @13.81								

Out-of-State Travel Request – Prosecuting Attorney Office

The Committee reviewed an out-of-state travel request for Assistant Prosecutor James Robinson to attend a Witness Training Course in South Carolina, at no cost to the County.

It was moved by Commissioner Shackleton, supported by Commissioner Kinsella, to approve the out-of-state travel for Prosecutor James Robinson, to travel to South Carolina, for Expert Witness Training Course at no cost to the County. 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 Kinsella, supported by Commissioner McLean, to recommend the approval of the general claims totaling \$279,674.14, other fund claims \$1,375,892.90, payroll \$448,426.16 and Health Department claims \$481,125.47 and total claims \$2,585,118.67 and vouchers H-1 through H-313. On a voice vote, the motion CARRIED.

Budget Amendments

<u>Revenue</u>	Original	Amended	Change	
101-000-506.981	0.00	8,380.00	8,380.00	USDA Grant for Vehicle
232-000-401.200	45,000.00	73,000.00	28,000.00	Additional Revenue
 <u>Expenditures</u>				
101-132-729.000	1,500.00	3,000.00	1,500.00	Juvenile more cases
101-132-806.000	750.00	3,250.00	3,250.00	Juvenile more cases
101-132-807.000	11,000.00	36,000.00	25,000.00	Juvenile more cases
101-340-704.000	49,214.36	22,214.36	(27,000.00)	SANE replaced by Tri-dent
101-340-715.000	34,177.00	16,177.00	(18,000.00)	SANE replaced by Tri-dent
101-878-701.000	5,000.00	20,000.00	15,000.00	Additional Legal expenses
101-981-701.000	54,920.00	63,300.00	8,380.00	Sheriff Vehicle USDA grant
232-000-704.600	4,500.00	19,500.00	15,000.00	Additional wages = revenue
232-000-727.200	3,650.00	13,650.00	10,000.00	Additional wages = revenue
232-000-860.200	0.00	3,000.00	3,000.00	Additional wages = revenue

It was moved by Commissioner Shackleton, supported by Commissioner Kinsella, to approve the budget amendments as presented. On a voice vote, the motion was CARRIED.

Committee and Chairman's Comments

A brief discussion on the mid-year budget and how it is trending took place.

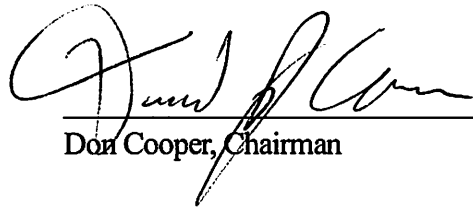
Adjourn

It was moved by Commissioner Kinsella, supported by Commissioner Shackleton, to adjourn the meeting.

Chairman Cooper declared the meeting adjourned at 4:33 p.m.



Kelly Church, Deputy Administrator



Don Cooper, Chairman