

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

April 10, 2014

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, April 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, Scott Shackleton George Kinsella, Don Mclean and Ted Postula

MEMBERS ABSENT: None

OTHERS PRESENT: Jim Smith, Fred Smith, Ed DeTour, Joel Krupa, Sheriff Savoie, Cathy Maleport, John Sawruk, Kathy Gaylor, Rich Phillips, Jim Lucas, Brian Pepler, Chuck Moser, Mike Gillitte, Cal Lofdahl, Jim German, and Kelly Church (plus a few who's names I did not get)

Approval of the Agenda

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

Public Comment

The following constituent's addressed the Finance Committee regarding the Recycling Program Proposition Millage Renewal: John Sawruk, Kathy Gaylor, Rudyard Township Supervisor; Rich Phillips, Superior Township Supervisor; Chuck Moser, EUP Transportation Authority; Jim Smith, Smith Sanitation/Blue Water Recycling Owner; Jim Whittinghill, Ed DeTour, NTI/Recycling; Mike Gillitte, Joel Krupa, NTI; and Cal Lofdahl, NTI.

Correspondence and Informational Items

The Committee received the monthly Treasurer's report, monthly travel report and the March Visa billing statement for review. Discussion on the use of the Administration credit card followed.

AGENDA ITEMS

Chippewa County Recycling Program Millage Renewal Language approval

It was moved by Commissioner Shackleton, supported by Commissioner Postula, to approve the language as follows:

CHIPPEWA COUNTY
RECYCLING PROGRAM PROPOSITION
MILLAGE RENEWAL REQUEST

(This proposal will permit the County to renew and fully restore the millage which was previously approved by the electors in 2010 to fund the recycling program in Chippewa County)

Shall the expired previous voted increase in the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution on general as valorem taxes with CHIPPEWA COUNTY, MICHIGAN of .50 mill (\$.50 per \$1,000 of taxable value) be renewed at .50 mill (\$.50 per \$1,000 of taxable value) and be levied for 4 years, being 2014, 2015, 2016, and 2017, inclusive, for the purpose of providing funds for the development and operation of the Chippewa County Recycling Program, and shall the County levy such millage for said purpose? The estimate of revenue the County will collect if this millage is approved and levied in 2014 is \$546,000.

YES ____

NO ____

The Committee has a lengthy discussion regarding the Chippewa County Recycling Program and the proposed Millage Renewal; discussion included the original language, which included the Soo Sheltered Workshop, as part of the wording in the ballot language, which was already approved by the NTI Advisory Board; reduction in costs, and comparisons from other County Recycling Programs.

It was moved by Commissioner Kinsella, supported by Commissioner McLean, to table any action on the Chippewa County Recycling Program Millage Renewal until May 7th. On a voice vote, the motion FAILED. (Commissioners Shackleton, Postula and Cooper voting nay)

Additional discussion; each Commissioner addressed the Committee regarding Recycling.

On a voice vote, the motion CARRIED. (3-2 Commissioners Kinsella and McLean voting nay)

Vital Records

The Committee reviewed the survey of fees charged by the County Clerkø, and the request from County Clerk Cathy Maleport, to increase the fees effective May 1, 2014, for first copy of vital records to \$10.00 from \$8.00; and expedited marriage licenses to \$20.00 from the current \$5.00.

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve the new vital records fees in the Clerk's Office to \$10.00 for the first copy and \$20.00 for an expedited marriage license, effective May 1, 2014. On a voice vote, the motion CARRIED.

2014 Survey and Remonumentation Grant

The Committee reviewed the 2014 Survey and Remonumentation Grant in the amount of \$163,712, of which the County has budgeted \$15,000; the documentation also includes \$17,200 for the Program Administrator; \$46,200 for Rogers Land Surveying to complete 33 corners; \$93,800 for Northwoods Land Surveying to complete 67 corners, and agreement for Peer Review Surveyorø, to received \$800 per meeting, as follows: Jeff Davis, Neil Hill, Erik Lewicki, Larry Rogers, Keith Waters and Lawrence Weinreis ó all the documents need to be approved and authorized for signature by the Committee.

It was moved by Commissioner Shackleton, supported by Commissioner Kinsella, to approve and authorize signatures on the 2014 Survey and Remonumentation Grant for \$163,712. On a voice vote, the motion CARRIED.

It was moved by Commissioner McLean, supported by Commissioner Kinsella, to approve the Program Administrator contract in the amount \$17,200 for Northwoods Land Surveying. On a voice vote, the motion CARRIED.

It was moved by Commissioner Postula, supported by Commissioner McLean, to approve two Monumentation contracts one for \$46,200 for 33 corners to Rogers Land Surveying and another for \$93,800 for 67 corners to Northwoods Land Surveying. On a voice vote, the motion CARRIED.

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve the Peer Review Surveyor agreements at \$800 per meeting for the following Surveyors for Jeff David, Neil Hill, Erik Lewicki, Larry Rogers, Keith Waters and Lawrence Weinreis. On a voice vote, the motion CARRIED.

IPAD Purchase Approval – Animal Shelter purchase from Fund 285.

The Committee reviewed a request from the Animal Shelter to purchase an IPAD from Fund 285 (Donations) so that the Animal Control Officers can utilize two apps customized for License Notices and Compliances notices, in an effort to go paperless. The cost of the IPAD approximate cost is \$399, with an additional monthly cost for the program of \$20.00 per month.

It was moved by Commissioner Kinsella, supported by Commissioner Postula, to approve the purchase of an IPAD from Fund 285, to utilize the License and Compliances Notices for the Animal Control Office, as the program cost of \$20.00 per month. On a voice vote, the motion CARRIED.

VantagePointe Financial Group – Plan Document - Approval

The Committee received VantagePoint Plan Document, the newest 457 Plan available for the employees of Chippewa County, to utilize for retirement purposes, this an employee only funded retirement plan.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to approve and authorize VantagePointe Financial Group’s Plan Document, as a Chippewa County 457 Plan, for employees to utilize, if they so choose. On a voice vote, the motion CARRIED.

Inmate Medical and Rx Insurance Renewal – BC/BS - Approval

The Committee received a copy of the renewal Administrative Services Contract (ASC) for the term of July 2014 through June 2015, with Blue Cross Blue Shield. It was noted that the Administrative Fees would not increase and still be at the 11% per contract. Last year Employee Benefits researched available savings and none were available.

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve Blue Cross Blue Shield Administrative Services Contract for Chippewa County Inmates for a term of July 2014 through June 2015, with an Administrative Fee of 11.00%. On a voice vote, the motion CARRIED.

Prosecutor Request from Personnel to Hire an Assistant Prosecutor

The Committee reviewed the information from the Personnel Committee meeting held on March 18th, as follows: *The Prosecutor informed the Committee that he had notified DHS that he no longer could provide service to them. Chris Stabile informed the Committee that he would have to contract the services out at \$60.00 per hour or at a minimum of \$50,000.00 per year. Mr. Stabile stated that the close ties with the Prosecutor only made sense for him to contract it out with the office rather than another attorney. Mr. Pepler suggested he could use the 50k to supplement an 85k a year prosecutor bringing the County’s portion to approx. thirty to thirty five thousand a year. In addition Mr. Pepler said with the extra hours he would be able to work on a drug court and an imaging system. The Prosecutor also noted if revenues did not make 50k a year he would eliminate the position. Also there would be monthly billings and some months may be low and others high. The committee was very complimentary of the thought the Prosecutor had put into the idea and thought it worthwhile.* Committee discussion ensued.

It was moved by Commissioner McLean, supported by Commissioner Kinsella, to follow the motion from Personnel, to approve the Prosecutor to hire a new assistant Prosecutor and to contract with DHS to provide a minimal of \$50, 000 per year for the position with the County paying the rest of the salary and fringes, and that the new assistant would leave time for the Prosecutor’s Office to continue with DHS cases, a drug court and imaging and if the position did not get 50k from DHS per year the position would be eliminated. On a voice vote, the motion CARRIED.

Approve New Policy 314 – OPEB Health Care Retirement Vehicle Annual Funding Policy

The Committee review Policy 314, pursuant to the Board of Commissioners decision on December 16, 2013, to establish the OPEB Health Care Retirement Vehicle, and following the Special Finance meeting held on March 13th. The Policy is intended to provide the County Board of Commissioners with guidance regarding the OPEB Health Care Retirement Fund, and to ensure that Chippewa County's future contributions to the OPEB Health Care Retirement Vehicle to meet current and future liabilities for those employees who are eligible for Retiree Health Care.

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve Policy 314 – OPEB Health Care Retirement Vehicle Annual Funding, as amended, including a Chair (County Treasurer) for the Investment Committee and to include an annual meeting obligation, at a minimum. On a voice vote, the motion CARRIED. (See attached)

Sheriff's Department Duty Firearms – Bid Summary - Approval

The Sheriff's Department Duty Firearms RFQ received one bid timely, from C.M. P. ó with the twenty-four models coming in at \$409 each. A discussion ensued.

It was moved by Commission McLean, supported by Commissioner Postula, to approve the bid from C.M.P. to purchase twenty-four (24) firearms for the Sheriff's Department, at a price not to exceed \$9,816 or \$409 per firearm. On a voice vote, the motion CARRIED.

Sheriff Department Vehicle - Notification

The Sheriff's Department Vehicle RFQ received one valid bid from O'Connor's Chrysler Dodge Jeep Ram at the price of \$22,795 ó which the Board previously authorized the Administrator to approve the low bid and the vehicle has been ordered.

Approval to Release – RFB – 17 Desktop Computers

The RFB was presented for release to purchase seventeen (17) Desktop Computers.

It was moved by Commission McLean, supported by Commissioner Kinsella, to approve the RFB release to purchase seventeen (17) Desktop Computers. On a voice vote, the motion CARRIED.

Approval to release – RFQ – Elevator Maintenance Contract

The Committee received and reviewed the RFQ for Elevator Maintenance Contracts to include the four County Elevators, three with current expiration date of August 1, 2014 and one expiring April 1, 2015. The maintenance contract will cover the quarterly and annual Fire Services Test and the 3-Year Hydraulic Load Test.

It was moved by Commissioner McLean, supported Commissioner Kinsella, to approve the release of the RFQ for Elevator Maintenance on the County's four elevators, as amended. 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 McLean, supported by Commissioner Postula, to recommend the approval of the general claims totaling \$304,695.53 other fund claims \$519,539.31 payroll \$435,259.24 and Health Department claims \$504,264.73 and total claims \$1,763,758.81 and vouchers H-1 through H-296. On a voice vote, the motion CARRIED.

Closed Session

It was moved by Commissioner McLean, supported by Commissioner Postula, to go into Closed Session at 5:25 p.m. for FOPLC negotiations. On a roll call voice vote, the motion CARRIED

Chairman Cooper declared the closed session ending at 5:35 p.m.

It was moved by Commissioner McLean, supported by Commissioner Kinsella, to approve the FOPLC Union contract with the following changes:

Article 1: Change to Fraternal Order of Police Labor Council

Article 8: Change Union Security language

Section 1. Union Membership. Upon completion of 30 days of employment, membership in the Union or compliance with payment of representation fees shall be completely voluntary, in accordance with [MCL 423.210](#). If an employee voluntarily elects to submit a dues deduction form, the Employer agrees to deduct Union dues or Union service fees to become effective the second payday of the month, following the employee's successful completion of 30 days of employment.

Section 2: Open Shop. The Employer agrees to deduct dues from the salary of each individual employee in the bargaining unit who voluntarily becomes a member or who voluntarily authorizes the payment of representation fees, subject to all of the following conditions:

- a. The Union shall obtain from those employees who voluntarily agree to become members or voluntarily agree to remit representation fees a completed authorization form which shall conform to the respective state and federal law(s) concerning that subject. The Union shall furnish the forms.
- b. Check-off authorization forms shall be filed with the Employer's Director of Human Resources, who may return any incomplete or incorrectly completed form to the Financial Secretary of the local Union, and no check-off shall be made until such deficiency is corrected. Once the deficiency is corrected, the total amount due shall be deducted and forwarded to the Union at the address of:

The Fraternal Order of Police Labor Council

c/of Post Office Box 71527

Madison Heights, Michigan 48071-0527

It is the responsibility of the Labor Council to promptly notify the Director of Human Resources of any change in address for forwarding payments. The parties, by mutual agreement through a letter of understanding, may also agree to electronic transfer of dues payments, if such a method is available.

- c. The Employer shall only check-off obligations which come due at the time of check-off, and will make check-off deductions only if the employee has enough pay due to cover such obligation. The Employer is not responsible for refund to the employee if he/she has duplicated a check-off deduction by direct payment to the FOP Labor Council.
- d. The Employer's remittance shall be deemed correct if the Union does not give written notice to the Human Resources Director within two calendar weeks after remittance is transmitted of its belief, with reason(s) stated therefore, that the remittance is incorrect.
- e. The Union shall provide at least 30 days written notice to the Human Resources Director of the amount of Union dues and representation fees to be deducted from the wages of employees in accordance with this Article. Any changes in the amounts determined will also be provided to the Human Resources Director at least 30 days prior to its implementation.
- f. The Union agrees to defend, indemnify and save the Employer harmless against any and all claims, suits, or other forms of liability arising out of its deduction from an employee's pay of Union dues, or representation fees or in reliance upon any list, notice, certification or authorization furnished under this Article. The Union assumes full responsibility for the disposition of the deductions so made once they have been sent to the Union.
- g. It is the express intent of the Employers and the Union to follow the law as enacted in [2012 PA 349](#), at [MCL 423.209](#) and [MCL 423.210](#). However, if during the term of this Agreement, [2012 PA 349](#) is amended or repealed by legislative enactment, the parties agree to abide by the amended or superseded Act.

Article 18: Section 1 – Change to 96 hours per rolling calendar.

Article 19 – Section 2 – B – Change to Community Blue 2 (CB3) & as of date of this contract new employees will pay 20% of the health care premium. CB3 is the same as the AFSCME union and NON-Union employees.

Article 19 – Section 11

	Effective 4/15/2014	Effective 1/1/2015	Effective 1/1/2016	Effective 1/1/2017
Classification:				
Sergeant	\$21.43	\$22.07	\$22.07	\$22.07
Corporal	20.60	21.22	21.22	21.22
Deputy 3 year	19.75	20.34	20.34	20.34
2 year	19.52	20.11	20.11	20.11
1 year	19.36	19.94	19.94	19.94
Start	17.68	18.21	18.21	18.21

*Wages are 1% for fiscal 2014 and 3% for fiscal 2015, with zero for 2016 and zero for fiscal 2017; however, the union will have the option to give notice of negotiations for a wage re-opener on or after July 1st, 2016 for years 2016 and 2017.

Article 21 – Section 4 – Change to effective April 15, 2014 and remain in effective until December 31, 2017.

On a voice vote, the motion CARRIED.

Committee and Chairman's Comments

The Committee discussed the Recycling again, regarding follow up with both sides.

Adjourn

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

Chairman Cooper declared the meeting adjourned at 5:45p.m.

Kelly Church, Deputy Administrator

Don Cooper, Chairman