

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

November 4, 2015

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Wednesday, November 4th, 2015 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Martin called the meeting to order at 5:30 p.m. with a quorum present.

MEMBERS PRESENT: Jim Martin, Scott Shackleton, Don McLean, Conor Egan and Rudy Johnson

MEMBERS ABSENT: None

OTHERS PRESENT: Margie Hank, Mike Bitnar, Dennis McShane, Liz Chambers, Paul Stanaway, Sharon Kennedy, Jeff Miller, Jenny Pierce, Brian Bartlett, Tim McKee, Robert Savoie and Kelly Church

Approval of the Agenda

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to approve the agenda as amended with the addendum and changed. 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, monthly travel report and the October Visa billing statement.

AGENDA ITEMS

IBM Power System 7+

The Committee reviewed the bid summary for the IBM Power System 7+ which was sent out for bids, four bids were received, with the low bid being from Innovative Technical Consulting, Inc. It was noted by Information Systems Jenny Pierce that this same company quoted the IBM Power System 8 and that price was even lower the three other quotes given for the 7+. Discussion followed with regards to the 7+ versus the 8, with the 8 being faster and not purchasing a unit that technology has already replaced, the price of IBM Power System 8 being \$32,904.72. Information Systems had estimated approximately \$45,000 for the project, as additional \$14,000 is needed with either option.

It was moved by Commissioner McLean, supported by Commissioner Johnson, to approve the purchase of the IBM Power System 8 from Innovative Technical Consulting, Inc., at a price not to exceed \$32,904.72. On a voice vote, the motion was CARRIED.

Snow Plowing and Removal Services for 2015-2016

The Committee reviewed the bid summaries for the snow plowing and removal 2015-2016 season for the Courthouse, County Building, Animal Shelter and Central Dispatch. Bids were received from three different firms.

It was moved by Commissioner Shackleton, supported by Commissioner McLean, to approve the low bids as follows for the four locations: Courthouse Parking Lot – Norris Contracting, Inc. - \$3,000.00; County Officials Lot – Forejt Family Builders LLC - \$600.00; Animal Control Shelter – Forejt Family Builders LLC - \$1,300.00

and 911 Center – Kincheloe – Frontier Contracting LLC - \$3,500.00. On a voice vote, the motion was CARRIED.

MMRMA – Retention Fund Balance/Net Asset Distribution

The Committee reviewed a letter from Regional Risk Manager John Katona, regarding the County's Retention Fund Balance currently not being in compliance with the Member Financial Policy, and in order to be compliant with the Policy it was recommended that Chippewa County commit the year's 2015 Net Asset Distribution of \$125,937 to the Member Retention Fund.

It was moved by Commissioner McLean, supported by Commissioners Egan, to authorize the County's \$125,937 Net Asset Distribution to the County's Member Retention Fund with regards to the MMRMA policy and recommendation. On a voice vote, the motion CARRIED.

Administrator travel approval

The Committee reviewed the Administrator's travel request to attend the House Hearing in Lansing on November 4, 2015.

It was moved by Commissioner McLean, supported by Commissioner Johnson, to approve the travel to Lansing, on November 4, 2015 as presented and to thank the Administrator for being able to attend. The House Hearing regarding the dark stores. On a voice vote, the motion CARRIED.

2016 Borrowing Resolution 15-30 (to full Board)

The Committee reviewed the 2016 Borrowing Resolution, which is approved annually so that the County Treasurer may, if necessary, borrow fund to pay local taxing units with the County their respective shares of delinquent ad valorem real property taxes.

It was moved by Commissioner Shackleton, supported by Commissioner Egan, to support and forward Resolution 15-30 2016 Borrowing Resolution (2015 Delinquent Taxes) to the full Board for approval. 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 Egan, supported by Commissioner Johnson, to recommend the approval of October bills and payroll as follow: the general claims totaling \$326,164.77, other fund claims \$207,597.17, payroll \$683,525.67 Health Department claims \$532,631.18 and total claims \$1,749,918.79 and vouchers H-1 through H-331. On a voice vote, the motion CARRIED.

Budget Amendment

The Committee reviewed a budget amendment request for \$5,000.00 for District Court's jury fees.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to approve the \$5,000 budget amendment for District Court's Jury Fees 101-136-805.000. On a voice vote, the motion CARRIED.

Final Apportionment of 2015 Millage (to full Board)

The Committee received and reviewed Resolution 15-29 Final Apportionment of 2015 Millages and the millage report, with three townships having renewals on the November 3rd elections.

It was moved by Commissioner Johnson, supported by Commissioner McLean, to support and forward Resolution 15-29 Final Apportionment of 2015 Millages and the millage report, to the full Board for consideration. On a voice vote, the motion CARRIED.

Resolution 15-28 FY2016 Budget (to full Board)

The Committee reviewed the FY2016 Budget Resolution, contracts for legal services for Probate County and 50th Circuit Court ó Family Division, which are the same dollar figure as FY2015; a work plan from MSU Co-op Extension and the request to increase the Health Departments Environmental Health fees by 20%, which were all included in the FY2016 Budget.

It was moved by Commissioner McLean, supported by Commissioner Egan, to approve the three Legal Services Agreements between Probate Court and 50th Circuit Court-Family Division and Charles Palmer, Monica Lubiarez-Quigley and James Bias, as presented at an annual cost of \$36,225 per contract, totaling \$108,675.00 for FY2016. On a voice vote, the motion CARRIED.

It was moved by Commissioner McLean, supported by Commissioner Johnson, to approve the Agreement for Extension Services provided by Michigan State University to Chippewa County – Annual Work Plan FY2016 in the amount of \$45,586.00. On a voice vote, the motion CARRIED.

It was moved by Commissioner Egan, supported by Commissioner McLean, to approve the Health Department's 20% increase in fees for Environmental Health as presented in their budget submission. An amendment to the original motion was offered by Commissioner Shackleton and supported by Commissioner McLean change the Environment Health Fees increase to 15%. On a voice vote, the motion CARRIED (4-1 Commissioner Egan voting nay).

Discussion continued with regards to prior year increases, and the procedures of increasing fees, the effects on small business and compromise.

It was moved by Commissioner Shackleton, supported by Commissioner McLean, to approve increasing the Health Department's Environmental Health fees by 15%. On a voice vote, the motion CARRIED.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to increase the Equalization Director wages by \$6,000.00 for FY2016. On a voice vote, the motion CARRIED.

Prior to the vote on the Equalization Director's wage increase discussion included that Chippewa County is receiving the highly regarded services, from an employee that is wearing two hats as both Register of Deed and the Equalization Director. It was also discussed on how to explain to everyone else that isn't getting anything, and its potential for setting a dangerous precedent.

Discussion continued with regards to the FY2016 and other potential savings, including a 20% reduction in all travel; departmental expenses with regards to being fiscally responsible; reduced revenues and dark stores, as well as, unfunded mandates.

Committee Comments

Commissioner McLean addressed the FY2016 budget process, reflecting that he thought it was a legitimate process, and one of the easier ones that he has dealt with considering it starting with an \$800,000 deficit.

Chairman's Comments

Chairman Martin commented on the fact the Lansing needs to do its job with the big box stores, or the County will have trouble.

Adjourn

It was moved by Commissioner McLean, supported by Commissioner Johnson, to adjourn the meeting.

Chairman Martin declared the meeting adjourned at 6:36 p.m.

Kelly J. Church, Recorder

Jim Martin, Chairman