

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

October 13, 2026

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, October 13, 2026, at the Chippewa County Building in Sault Ste. Marie, Michigan. Finance Chairman Shackleton called the meeting to order at 5:30 p.m. and began the meeting with a quorum present.

MEMBERS PRESENT: Jim Martin, Damon Lieurance, Jim Traynor, and Scott Shackleton

MEMBERS ABSENT: Justin Knepper

OTHERS PRESENT: Ryan Hering, Karen Senkus, Tim Moher, Cady Bauers, and Kelly Church

Approval of the Agenda

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

Public Comment

No public comment was offered.

Correspondence and Informational Items

The Committee reviewed the County Treasurer's report, travel requests and a letter from the Sault Ste. Marie Tribe of Chippewa Indians regarding the 2% Allocation reduction and/or cancellation. No action is required.

AGENDA ITEMS

Health Department – Grant Agreement – 2027 MDHHS Local Health Department \$1,688,195.00 10/1/26 to 9/30/27

The Committee reviewed the grant agreement from the Michigan Department of Health and Human Services in the amount of \$1,688,195.00 for the Local Health Department; this is a joint and cooperative relationship for the delivery of public health services to Chippewa County citizens as described in the agreement including Essential Local Public Health Services (ELPHS) and programming. The contract covers October 1, 2026, through September 30, 2027.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to accept and authorize the Michigan Department of Health and Human Services – Local Health Department Agreement, as presented in the amount of \$1,688,195.00 covering October 1, 2026, through September 30, 2027, for Essential Local Public Health Services and programming. On a voice vote, the motion **CARRIED**.

Health Department – Policies (New)

2.02.005 – Nominal Charge for Personal and Family Health Services – combining 2.02.001 and 15.00.00 to streamline processes

2.02.006 – 340B Pharmaceuticals – combining 5.07.031 and 15.00.031

The Committee reviewed new policies 2.02.005 Nominal Charge for Personal and Family Health Services and 2.02.006 340B Pharmaceutical; these each combine two policies into one new policy to streamline processes.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize the two new Health Department staff policies to streamline services as presented: Policy 2.02.005 – Nominal Charge for Personal and Family Health Services and Policy 2.02.006 – 340B Pharmaceuticals. On a voice vote, the motion **CARRIED**.

Health Department – Environmental Health Sanitarian – Classification Change to Part-time

The Committee reviewed a request from Health Office Karen Senkus asking to change the current Environment Health Seasonal Sanitarian to a regular part-time position. Environmental Health needs additional assistance throughout the year and this change will not impact the budget, only the number of hours per week the sanitarian will work. The sanitarian will move to a 24-hour per week average schedule with the possibility of 29 hours per week in the summer months.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize the Environmental Health Sanitarian Seasonal position changing to a regular part-time position, as presented to cover the full year and not just the current 6-month period; there will be no impact on the budget. On a voice vote, the motion CARRIED.

Information Systems – Prosecutors Server Project – Second Notice

The Committee reviewed the bid summary for the Prosecuting Attorney's Server Project, which will be paid from grant funds received and set-up as Special Fund 274. Three bids were received and all met bid requirements; Information Systems staff recommend going with the low bid from Precision Data Products in the amount of \$49,674.25.

It was moved by Commissioner Martin, supported by Commissioner Lieurance, to approve and authorize the low bid of \$49,674.25 for the Prosecutor's server project from Precision Data Products and to be paid from grant fund from Special Fund 274. On a voice vote, the motion CARRIED.

Information Systems – Service Contracts

WAMDT – Chippewa County Website – 5 Year Agreement

Avalon – Backup Service – 1-year Agreement \$19,611.90

The Committee reviewed two service contracts one from WAMDT – for contract No. CHIP-2026-WEB-001 to provide fixed hosting and maintenance of the refreshed County website as follows: Year 1 - \$2,400.00; Year 2 - \$3,000.00; Year 3 - \$3,090.00; Year 4 - \$3,183.00 and Year 5 - \$3,278.00 which covers until the end of October 11, 2031. The second contract from Avalon Technologies to provide the County with Backup Services for SaaS (Software as a Service) Applications for one year in the amount of \$19,611.90 was budgeted for in FY2026 but came in at about \$3,000.00 more than expected.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize signing the WAMDT – 5-year agreement to provide fixed hosting and maintenance for the County's website as referenced above and to authorize the Avalon Technologies 1 year agreement in the amount of \$19,611.90 to provide the County with backup services, both as presented. On a voice vote, the motion CARRIED.

Information Systems – Service Agreement with City of Sault Ste. Marie, extension through June 30, 2027

The Committee was updated on the request to extend the Information Systems Departments technology support services with the City of Sault Ste. Marie through June 30, 2027; with the same payment terms, which include the hourly rate and fringe with a 90-day written notice to terminate.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve the extension of the Information Systems Service Agreement between the City of Sault Ste. Marie and Chippewa County, for the County to provide technology support services through June 30, 2027, as presented with no changes to the payment terms and including a 90-day written notice to terminate. On a voice vote, the motion CARRIED.

Circuit Court – Purchase – Budget Change – All-in-One print/copy/scan/fax \$1,088.00 with \$250.00 annual maintenance contract

The Committee reviewed a request from Circuit Court to amend their previously approved shredder to purchase a All-in-One print/copy/scan/fax machine from National Office Products at the cost of \$1,190.68 plus an annual maintenance contract of \$250.00; this purchase will possibly fix a continued issue with printing equipment in the Circuit Court Office.

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve and authorize the purchase of the Konica Minolta Bizhub 4221I in the amount of \$1,190.68 plus the annual maintenance agreement of \$250.00 and changing the original equipment purchase of the shedder from the FY2026 budget request. On a voice vote, the motion CARRIED.

Sheriff's Office –Purchases

Taser Supplies \$10,913.59 from Axon Enterprises, Inc.

Kustom Signals (3) Eagle II radars \$9,121.20

The Sheriff's Office requested approval of two purchases, one from Axon Enterprises, Inc. for various taser supplies totaling \$10,913.59 with expenses to be split between 101-351 Corrections - \$5,538.68 and 101-301 Road - \$5,374.91 budgets both from 979.000 equipment. The second purchase request from Kustom Signals Inc. to purchase three (3) Golden Eagle II radars at the quoted price of \$9,121.20 and to be paid from Special Fund 238-000-979.000.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve the Sheriff's Office's two purchase request as requested, taser supplies in the amount of \$10,913.59 from Axon Enterprises, Inc, with the cost split between Department 301- \$5,538.68 and 351 - \$5,374.91 and three (3) Eagle II radars from Kustom Signals Inc in the amount of \$9,121.20 to be paid from Special Fund 238. On a voice vote, the motion CARRIED.

Sheriff's Office – Public Safety Training & Consulting Hosting Agreement for Corrections Training at the Sheriff's Office Search and Rescue Training Facility April 12th - 16th, and April 19th – 21st, 2027

The Committee reviewed a request from the Sheriff's Office seeking to host two training courses called 'Supervision of the Corrections Training Officer Program' and 'Corrections Training Officer' taught by Dewolf and Associates. The training would be held at the Chippewa County Sheriff's Office Robert Savoie Search and Rescue Training Facility. The training dates are April 12th through April 16th, 2027, and April 19th through April 21st. The Hosting Agreements were provided and reviewed by the Committee.

It was moved by Commissioner Martin, supported by Commissioner Lieurance, to approve and authorize the Sheriff's Office to sign the Dewolf & Associates Hosting Agreement for training between April 12th to 16th and April 19th – 21st, 2027 at the Chippewa County Sheriff's Office Robert Savoie Search and Rescue and Training Facility, as presented. On a voice vote, the motion CARRIED.

Sheriff's Office – Lenslock, Inc. Lessee's Counsel's Opinion Letter

The Committee reviewed Lenslock, Inc. Lessee's Counsel's Opinion letter which is an agreement (3300850) between Lenslock, Inc. and Chippewa County. Even though the County does not lease any equipment, we purchase it; we still need to confirm the County is organized, in good standing and has the power to execute documents related to Lenslock and that we have properly authorized, signed and delivered the agreements. This reduces the lessor's risk and provides a legal 'assurance' that the lessee can meet its obligations.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve and authorize signature on the Lenslock, Inc. Lessee's Counsel's Opinion letter, as presented to confirm the County can legally and validly enter into the agreements with Lenslock. On a voice vote, the motion CARRIED.

Sheriff's Office – Convergent – Service Agreement Support Plan 11/1/2026 to 10/31/2029 – 3-year price \$39,009.20

The Committee reviewed a request to sign a contract between Chippewa County Sheriff's Office and Convergent, who provides the Correctional Facility maintenance for access control and cameras. This is for a 3-year contract, which can be paid annually in the amount of \$39,009.20, which is a savings of over \$3,000.00 compared to the 1-year contract. Convergent provided a detailed service agreement support plan covering Level 1 preventative maintenance and test and inspect various systems.

It was moved by Commissioner Martin, supported by Commissioner Lieurance, to approve and authorize signature for the 3-year Convergent Service Agreement Support Plan effective 11-1-2026 to 10-31-2029 at the total cost of \$39,009.20, to provide maintenance for access control and cameras in the Correctional Facility. On a voice vote, the motion CARRIED.

Central Dispatch – Budget Amendment – Revenue and Expense for travel \$6,500.00 from Mackinac County

The Committee reviewed a memo from Director Greg Postma updating the Committee on the new (CAD) Computer-Aided Dispatch System and the required additional travel and increased expenses. Mackinac County, who we provide services for, has sent an additional \$6,500.00 to help offset the extra travel expenses associated with the CAD training and implementation project. These monies will ensure that there are enough funds to pay for lodging and travel during the remainder of this year. A revenue and expense budget amendment for Fund 261 was also requested for \$6,500.00

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize the Special Fund 261 revenue and expense budget amendments for travel and to thank Mackinac County for their additional funding. On a voice vote, the motion CARRIED.

Veteran's Affairs – Veteran Service Fund Grant (DMVA) \$62,953.00

The Committee reviewed the FY27 County Veteran Service Fund Grant Agreement between Michigan Department of Military and Veterans Affairs (DMVA) and Chippewa County as the grantee, this grant covers from October 1, 2026, through September 30, 2027, in the amount not to exceed \$62,953. and will fund a part-time grant assistant/veterans' counselor to assist veterans, training and education and travel.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize signature for the FY27 County Veteran Service Fund Grant Agreement between Michigan Department of Military and Veterans Affairs (DMVA) and Chippewa County in the amount of \$62,953. to hire a part-time grant assistant, for education and training and for travel. On a voice vote, the motion CARRIED.

Veteran's Affairs – Advocacy and Representation Agreement

The Committee reviewed a new document presented by the Veteran's Counselor John Miller and authorized by the Veterans Committee for use in the Chippewa County Veterans Office. The document was also vetted by legal counsel prior to seeking its approval. This document describes the responsibilities of the Chippewa County Department of Veterans Affairs and the Veteran in connection with the County's representation, with acknowledgement by the Veteran of the County's role with their claim and our limits of representation and their ability to terminate the County's representation. This form is an authorization slip so the County can access claim files, submit correspondence and communicate directly with the VA and represent the Veteran in hearings or appeals.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize use of the 'Chippewa County Department of Veterans Affairs Advocacy and Representation Agreement', as presented. On a voice vote, the motion CARRIED.

Administration – Snowplowing and Removal Bid Summaries

The Committee reviewed the snowplowing and removal bid summaries with 1-year and 3-year options included as follows:

- Central Dispatch \$8,500.00 1-year/\$27,000.00 3-year – Frontier Contracting LLC
- Courthouse (32 spot lot) \$15,000.00 1-year/\$45,000.00 3-year – Bakerworks, Inc
- County Building (8 spot lot) \$6,500 1-year/\$19,500.00 3 Year – Bakerworks, Inc

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve the snowplowing for Central Dispatch with Frontier Contracting LLC for a 1-year contract at a price not to exceed \$8,500.00. On a voice vote, the motion CARRIED.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve the snowplowing and removal at the Courthouse parking lot (32 spaces) with Bakerworks, Inc. for a 1-year contract, \$15,000.00 annually and for the County Building (8 spot lot) with Bakerworks, Inc. for a 1-year contract, \$6,500.00 annually. On a voice vote, the motion CARRIED.

Administration – Policy 314 OPEB Health Care Retirement and Pension Annual Funding to OPEB or MERS Unfunded Liability – MERS UAL \$885,268.90

The Committee reviewed the annual contribution breakdown, this year's 90% of the DTRF being \$885,268.90; based on the changes to Policy 314, this year the monies will be sent to MERS to help cover the County's unfunded liabilities of \$17,481,210 as of 12/31/2025 including the County, the Health Department and the Chippewa County EDC.

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve and authorize the payment from the County's DTRF, per policy this year's amount being \$885,268.90 to MERS for the County's divisions with unfunded liability, as presented. On a voice vote, the motion CARRIED.

Finance - Claims and Accounts – September County

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to recommend the approval of September bills and payroll: general claims \$331,982.93, other fund claims \$2,917,719.24, payroll \$898,911.92 total claims \$4,148,514.19, as presented and to acknowledge the various monthly financial reports. On a voice vote, the motion CARRIED.

Committee Comments

No additional comments were received.

Chairman Comments

No additional comments were received.

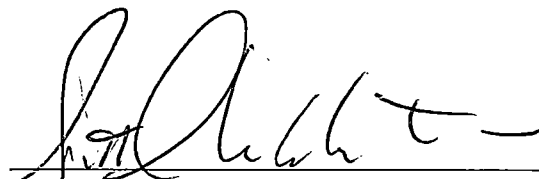
Adjourn

It was moved by Commissioner Lieurance, supported by Commissioner Shackleton, to adjourn.

The meeting adjourned at 6:00 p.m.



Kelly J. Church, Recorder



Scott Shackleton, Chairman