

**CHIPPEWA COUNTY
BOARD OF COMMISSIONERS**

Regular Session
November 13, 2025

The Chippewa County Board of Commissioners met at a regular session on Thursday, November 13, 2025, in the 91st District Courtroom.

Chairman Martin called the meeting to order at 4:30 P.M. with a quorum present. The meeting was also available via zoom. Commissioner Lieurance lead the Pledge of Allegiance.

PRESENT: Commissioners Justin Knepper, Damon Lieurance, Scott Shackleton, James Traynor and Chairman Jim Martin

ABSENT: None

ALSO PRESENT: Administrator Kelly Church, Clerk Steven Woodgate, Administrative assistant Cady Bauers, Sheriff Mike Bitnar, Health Officer Karen Senkus, and 4 members of the public. 2 members of the public logged in via zoom.

ADDITIONS AND DELETIONS TO THE AGENDA

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to approve the agenda as submitted. On a voice vote, the motion carried.

APPROVAL OF COUNTY BOARD MINUTES

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to accept the following minutes as presented:

- Regular Meeting – October 16, 2025

On a voice vote, the motion carried.

CORRESPONDENCE RECEIVED IN THE CLERK'S OFFICE

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to acknowledge the correspondence received in the Clerk's office and forward as appropriate. On a voice vote, the motion carried.

PUBLIC COMMENTS

- Doctor Rechner recommended to the Commissioners Dr. Masood for the appointment of the Hiawatha Behavior Health Authority and Substance Abuse Disorder Policy Board.
- Dr. Masood introduced herself to the Commissioners.

ADMINISTRATOR'S REPORT

Administrator Kelly Church provided for informational purposes only – *no action items*.

NEW BUSINESS

Board/Committee/Agency/Authority Vacancies Applicants

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to acknowledge and accept the Board/Committee/Agency/Authority Vacancies Applicants. On a voice vote, the motion carried.

STANDING COMMITTEE REPORTS

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES November 10, 2025

AGENDA ITEMS

Health Department – Bid Summary for Clinic – Office Renovations

The Committee reviewed the responses to the RFQ for CCHD Clinic renovations and memo from Health Department Health Officer Karen Senkus; three bids were received, one from DG Tile Inc., which did not meet bid specifications; one for flooring only from Macco's Commercial Interiors and a local bid from JAMA Development for the entire project. The Committee was asked to approve the quote from JAMA Development, as it will be more efficient to work with one company and the Health Department and County have previously worked with JAMA Development successfully. The total bid from JAMA Development is below budget at \$249,962.40 and meets bid specifications; this project will be paid from the Public Health Infrastructure Grant. The project will be completed and billed by September 15, 2026.

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to approve and authorize the bid from JAMA Development at the cost of \$249,962.40 to complete the Health Department Office/Clinic Renovations Project A through F as specified in request for quotes. On a voice vote, the motion carried.

Health Department - Exterior Entrance Door Replacement and Interior Clinic Door Security Installation

The Committee was notified that no bids were received for the Health Department door replacement installation and a request to repost this RFQ through December 5.

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to approve reposting the request for quotations for Exterior Entrance Door Replacement and Interior Clinic Door Security, project to be paid from the Public Health Infrastructure Grant. On a voice vote, the motion carried.

Sheriff's Office – Advanced Correctional Healthcare, Inc. – Renewal for FY2026

The Committee reviewed various options from Advanced Correctional Healthcare, Inc. with discussion regarding the passing of prescription medications to the inmates; a liability that the Sheriff's Office Administration is not interested in taking on. The current 84 hour per week

contract is \$481,983 annually to add 40 hours the costs increase to \$690,105. It was noted that Advanced Correctional Healthcare, Inc., has requested an EMR (Electric Medical Record) system for the past two years, which would be an additional cost of \$17,000.00; plus \$30,000.00 annually. Discussion followed with the Committee reluctantly agreeing to the Renewal Option 2; but asking that Sheriff's Office Administration seek alternative companies and to check the opt-out clause.

It was moved by Commissioner Shackleton, supported by Commissioner Knepper, to approve and authorize Advanced Correctional Healthcare, Inc., Renewal Option 2 with the CPI waived at the cost of \$690,105.00; a \$208,122 increase and to seek an alternative company for these services. On a voice vote, the motion carried.

Sheriff's Office – Vehicles End of Use/Donate

Dodge Charger (0676) to LSSU Criminal Justice Department

Ford Explorer (6232) to Sault High School Criminal Justice Career Program

Ford Explorer (8113) to County for Building Department

Dodge Charger (1003) to scrap yard; proceeds to general fund

The Committee reviewed a memo from Captain Fruchey seeking approval to donate two vehicles, transfer one departmentally to the Building Inspector and scrap one vehicle that is unrepairable. Discussion followed.

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to approve and authorize donating two vehicles (to LSSU and Sault High), an inter-departmental transfer (Building Department) and scraping one vehicle as requested and referenced above. On a voice vote, the motion carried.

Sheriff's Office – MCOLES Sponsorship

The Committee reviewed a request for MCOLES Sponsorship, the Sheriff's Office requesting approval for sponsoring up to three individuals through the upcoming MCOLES academy. The Sheriff's Office would like to use the PSAA (Public Safety Academy Assistance Program) appropriation III grant, which will cover up to \$20,000.00 per candidate. During the sponsorship the cadet(s) would be County employees being paid at an agreed upon rate; previously the rate was just over minimum wage.

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to approve sponsorship for up to three (3) individuals through the upcoming MCOLES academy; utilizing the Public Safety Academy Assistance Program grant, which is up to \$20,000.00 per candidate and to pay an agreed upon hourly rate to the individuals during the academy. On a voice vote, the motion carried.

Sheriff's Office – New Hire Road Patrol Officer Wages

The Committee was notified of a request from Sheriff Bitnar regarding a new hire to the Sheriff's Office Road Patrol with five years of prior training and experience; requesting that the new hire be placed at the

Collective Bargaining Agreements three-year rate of pay. The new Deputy Donald Carruthers start date is November 23, 2025.

It was moved by Commissioner Shackleton, supported by Commissioner Knepper, to approve and authorize Donald Carruthers hire date of November 23, 2025, and to be paid at the three-year rate of pay based on his prior training and experience. On a voice vote, the motion carried.

Office of Emergency Services – Request for 2 (Two) Pager Talk Groups - \$3,000.00 with \$1,500.00 reimbursement from NEMSA (Northern EMS Authority)

The Committee reviewed a request from OES Director Greg Postma; asking to approve and pay for two (2) new talk groups with the Chippewa County communications. The first for NEMSA (Northern EMS Authority) for on call staff (17PGNEMON) and the second for an EMS All Call Talk Group (17GEMSAL) to be used in the event of a large-scale mass casualty incident requiring all available EMS agencies across the county. The talk groups are \$1,500.00 per group; Northern EMS Authority will reimburse the County for their talk group set up and the All-Call Talk Group to be paid from Office of Emergency Services funds.

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to approve and authorize two (2) new talk groups, one for Northern EMS Authority and the second for an EMS All Call Talk Group for large-scale events; each costing \$1,500.00; with NEMSA reimbursing the County for their talk group and the All Call Talk Group to be paid out of Office of Emergency Services Funds. On a voice vote, the motion carried.

Office of Emergency Services – Engineering Services – Central Dispatch Electrical Room - \$16,900.00 to provide plans and details for wiring and circuits to obtain engineered plans

The Committee reviewed the Architectural-Engineering Services from U.P. Engineers & Architects regarding the proposed electrical upgrades for the Chippewa County Central Dispatch Building; the County is seeking engineering services for the electrical room evaluation and obtaining engineered plans and specifications for the needed work. The scope is to provide a site visit to trace existing circuits, provide bidding services and to provide construction administration at the cost of \$16,900.00; this price does not include advertising fees, permit and plan review fees, reproduction costs for governmental agencies, bidding or construction. Discussion followed this item will be included in the FY2026 budget.

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to approve and authorize the Architectural-Engineering Services proposal from U.P. Engineers & Architects in the amount of \$16,900.00 to prepare and provide specifications, plans and details suitable for contractors; to provide bidding services and construction administration services for the Central Dispatch Electrical Room; not including advertising, permit or plan review fees, reproductions costs, bidding or construction costs. On a voice vote, the motion carried.

Veterans Affairs – MOU between Vietnam Veterans of America, Michigan State Council and Chippewa County Veterans Service Officers – providing access to records

The Committee reviewed a memorandum of understanding between the Vietnam Veterans of America, Michigan State Council (VVA MSC) and Chippewa County Veterans Service Officers (CCVSO), to establish the principles of the working relationship between VVA MSC and CCVSO to facilitate the common goal of service to veterans; for the CCVSO to have access to all records to assist in the development, presentation, and appeals of veterans' claims.

It was moved by Commissioner Shackleton, supported by Commissioner Knepper, to approve and authorize the Memorandum of Understanding between Vietnam Veterans of America, Michigan State Council and Chippewa County Veterans Service Officers to establish a working relationship to facilitate claims for veterans. On a voice vote, the motion carried.

Medical Examiner – Proposal for Forensic Pathology/Autopsy Services

The Committee reviewed a proposal from Michigan Forensics to provide forensic pathology – autopsy services for Chippewa County, this is a backup service; at the cost of \$2,800.00. Services will be provided at McLaren Port Huron Hospital, and the cost does not include transportation. The scope of services includes toxicology, microscopic slides, histology, laboratory testing, postmortem x-rays, supplies, reports, consultation and signing of death certificates. Autopsy examinations will be conducted in accordance with the National Association of Medical Examiners' Forensic Autopsy Performance Standards.

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to approve and authorize the proposal from Michigan Forensics to provide forensic – autopsy services at the cost of \$2,800.00, not including transportation, as presented and in accordance with the National Association of Medical Examiners' Forensic Autopsy Performance Standards. On a voice vote, the motion carried.

Remonumentation Completion Report and Expenditures Grant Year 2025

The Committee received and reviewed the 2025 Chippewa County Survey and Remonumentation Completion Report; the grant totaled \$133,816.00, including the County contribution of \$15,000.00. In total 67 corners were remonumented during the 2025 Remonumentation program, sixty (60) corners monumented with grant monies and an additional seven (7) corners completed and paid by others. The Committee also reviewed the long-term goals of the Surveyors Office to scan all the historical records located in the Surveyors Office which are vulnerable; the vision is that once the documents are scanned, they be made available through the Register of Deeds Office to be viewed on the computers, with copies available for purchase. The Committee further reviewed the 2025 expenditures: \$17,966.08 to Patricia Weinreis for administration; \$54,000.00 to Sidock Group (30 corners); \$54,000.00 to Alpine Engineering (30 corners); \$2,849.92 for supplies and materials and \$5,000.00 for Peer Review, divided by five surveyors.

It was moved by Commissioner Shackleton, supported by Commissioners Lieurance, to approve and authorize signature for the 2025 Remonumentation Completion Report, as presented. On a voice vote, the motion carried.

Administration – GASB 75 Report – Actuarial Roll Forward Valuation – Jefferson Solutions, Inc. \$5,150.00

The Committee reviewed the proposal/service agreement from Jefferson Solutions, Inc. for a GASB (Governmental Accounting Standards Board) 75 actuarial roll forward valuation at the cost of \$5,150.00; which will provide updated assumptions as appropriate for measuring the County's total OPEB (Other Post-Employment Benefits) liability and OPEB expense for the year ending December 31, 2025 and will include all information required for disclosure in the County's financial statements for the year ending December 31, 2025.

It was moved by Commissioner Shackleton, supported by Commissioner Knepper, to approve the proposal from Jefferson Solutions, Inc., to provide the GASB 75 Report – Actuarial Roll Forward Valuation for December 31, 2025, at the cost of \$5,150.00, as presented and outlined. On a voice vote, the motion carried.

Administration – MMRMA Renewal with changes to Self-Insured Retention and Increase Property Deductibles to \$5,000.00; savings of \$50,000.00

The Committee reviewed information from MMRMA's Chris Katona for the property and liability insurance renewal for FY2026; a five-year review was showing options that increase the self-insured retention and increased deductibles to measure potential savings; the Committee was asked to approve changing the self-insured retention to \$150,000.00 from \$75,000.00 and increasing the property deductible to \$5,000.00, to lower the renewal from \$363,406 to \$305,071, noting the increase potential expenses in deductibles. The renewal includes \$50,000.00 to the Stop Loss Fund and sending the annual net asset distribution to the County's loss fund. Discussion followed.

It was moved by Commissioner Shackleton, supported by Commissioner Traynor, to approve and authorize Michigan Municipal Risk Management Authority Coverage Proposal renewal covering January 1, 2026, to January 1, 2027, at the cost of \$305,071, changing the self-insured retention to \$150,000.00 and the property deductible to \$5,000.00 and returning the annual net distribution to the County's loss fund. On a voice vote, the motion carried.

Finance - Claims and Accounts – October– County and Health Department

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to recommend the approval of October County bills and payroll: general claims \$361,304.83, other fund claims \$4,946,018.27, payroll \$761,867.63 and Health Department claims \$183,816.21, payroll \$138,686.90 total claims \$6,391,693.84; as presented. On a voice vote, the motion carried.

CLOSED SESSION

Collective Bargaining Negotiations pursuant MCL 15.268 (c)

It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, to approved and authorize the Collective Bargaining Agreement between Chippewa County and the Police Officers Labor Counsel Representing the Chippewa County Corrections Unit, as negotiated and tentatively agreed to by both parties for a term of January 1, 2026, to December 31, 2029. Commissioner Shackleton mentioned this motion was not made during the closed session. On a voice vote, the motion carried.

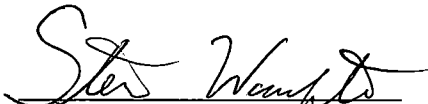
It was moved by Commissioner Shackleton, supported by Commissioner Lieurance, for the meeting minutes of the Finance, Claims and Accounts Committee be accepted. On a voice vote, the motion carried.

COMMISSIONER REPORT ON MEETINGS AS BOARD REPRESENTATIVES AND GENERAL COMMENTS

- Commission Shackleton commended the two health care professionals who attended the meeting and would be fortunate to have one on the committee.
- Commissioner Knepper mentioned the request for proposals for the opioid funding is due November 21st. He is also pushing to help raise \$1,800 for Community Action to bridge the gap with SNAP due to the government shutdown.

ADJOURNMENT

It was moved by Commissioner Traynor, supported by Commissioner Shackleton, to adjourn, accordingly. On a voice vote, the motion carried. The Board adjourned at 4:59 P.M.


Steven Woodgate, Clerk


James Martin, Chairman