

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

June 9, 2026

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, June 9, 2026, at the Chippewa County Building in Sault Ste. Marie, Michigan. Finance Chairman Shackleton called the meeting to order at 4:30 p.m. with a quorum present.

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

MEMBERS ABSENT: None

OTHERS PRESENT: David Markham, Ken Talsma, DJ Welton, Julieta Turon, Anthony Zakic, Cady Bauers, and Kelly Church

Approval of the Agenda

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve the agenda as amended, adding 11 – b Personnel. On a voice vote, the motion CARRIED.

Public Comment

No public comment was offered.

Correspondence and Informational Items

The Committee reviewed the Treasurer's Investment report and the travel requests. No action is required.

AGENDA ITEMS

County – Audit Presentation and Approval FYE 12/31/2025

Ken Talsma from Anderson, Tackman and Company provided a presentation of the Chippewa County draft audit and financial statements for the fiscal year ending December 31, 2025. The audit indicates that the financial statements and reports follow the government auditing standards and is classified as an unmodified opinion, a clean audit. There were no findings, and the Committee reviewed the various graphs presented.

It was moved by Commissioner Martin, supported by Commissioner Knepper, to approve the Chippewa County Draft Audit FYE 12/31/2025 as presented but not to release until final approval of Administration, and to publish and release where necessary. On a voice vote, the motion CARRIED.

Health Department

Insurance Tail Coverage Dr. Wilkerson – 3-years - \$19,134.70

Medical Director Insurance Premium – Dr. Beaulieu - \$5,000.00 6/15/2026 to 6/15/2027

The Committee reviewed quotes for Medical Director insurance coverage, both from U.P. Insurance Agency; with a 3-year premium of \$19,134.70 for tail liability coverage through Arlington/Roe for Dr. Wilkerson and Physician's Professional Liability to cover Dr. Beaulieu from June 15, 2026, to June 15, 2027, at the cost of \$5,000.00 through MedPro Group.

It was moved by Commissioner Knepper, supported by Commissioner Lieurance, to approve and authorize the Medical Director Physician's Professional Liability 3-year tail coverage for Dr. Wilkerson and coverage from June 15, 2026, through June 15, 2027, for Dr. Beaulieu, as quoted by U.P. Insurance Agency, Inc, and via Arlington/Roe and MedPro Group respectively. On a voice vote, the motion CARRIED.

Health Department

Community Health Worker Pay Rate Changes Request to County Grade 7 from current Health Department Range 3

The Committee reviewed a request for the Community Health Worker pay range to change to the County scale Grade 7 from the Health Department Range 3, this will help address upcoming changes to minimum wages and help align all employees to the same pay scales. The grant funding levels can support the increase in wages and Policy 211 will be followed, if applicable. The pay will be effective at the beginning of the next pay period.

It was moved by Commissioner Lieurance, supported by Commissioner Knepper, to approve the request to change the Community Health Worker pay rate to the County pay scale Grade 7, increases will follow policy. On a voice vote the motion CARRIED.

NorthCare Network FY27 Liquor Tax Fund Requests – Limited to \$31,621.47

- **CCHD – Harm Reduction Program - \$10,540.00**
- **91st District Court – Mental Health Court - \$10,540.00**
- **50th Circuit Court Drug Court - \$10,540.00**

The Committee was given a brief review of the reduced monies for the FY27 Liquor Tax request; the amounts for FY27 funds were split evenly between the projects: Health Department – Harm Reduction; 91st District Court - Mental Health Court and 50th Circuit Court – Drug Court each requesting \$10,540.00.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to accept and forward FY27 Liquor Tax Funds requests as presented, \$10, 540.00 for each Harm Reduction, Mental Health Court and Drug Court NorthCare Network – Substance Use Disorders. On a voice vote, the motion CARRIED.

Friend of the Court – MGT – Services Agreement change to electronic timekeeping

The Committee received information from Friend of the Court Liz Chambers, regarding a change to the Master Services Agreement dated April 1, 2025 changing the SOW (Statement of Work) effective October 1, 2026 to change to electronic timekeeping system to capture, manage and report Title IV-D staff time in compliance with federal and State of Michigan requirements. License and service fees for Electronic Platform Services are \$650.00 per year and will be billed quarterly, along with a one-time on-boarding fee of \$700.00.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize the Master Services Agreement increase for the Title IV-D Cooperative Reimbursement Program between MGT Impact Solutions and Chippewa County, as presented to include electronic timekeeping at the cost of \$650.00 annually plus a one-time fee of \$700.00 for on-boarding. On a voice vote, the motion CARRIED.

State Court Administrative Office (SCAO) Grant Funding

Target Award for 50th Circuit Court – Hybrid DWI/Drug Court Operational Target Award \$69,341.00

Target Award for 91st District Court – Adult Mental Health Court Operational Target Award \$108,910

The Committee reviewed memorandums from the State Court Administrative Office (SCAO) from the Problem-Solving Courts Manager showing the Operational Target Award (OTA) for the 50th Circuit Court – Hybrid DWI/Drug Court for FY2027 being \$69,341 and \$108,910 for 91st District Court – Adult Mental Health Court, noting that all Operational Target Awards are subject to SCAO's receipt of sufficient federal and state funding.

It was moved by Commissioner Lieurance, supported by Commissioner Knepper, to approve and proceed with the grant applications to seek FY 2027 funds for the 50th Circuit Court - Hybrid DWI/Drug Court in the amount of \$69,341.00 and the 91st District Court – Adult Mental Health Court in the amount \$108,910.00, as presented through the State Court Administrative Office (SCAO). On a voice vote, the motion CARRIED.

Public Defender – MIDC Conflict Legal Services Agreement Lillian E. Harmon

The Committee was asked to approve a new legal services conflict attorney agreement between Chippewa County and Lillian E. Harmon effective August 15, 2026, through September 30, 2026, at the MIDC rates of \$130/hour for arraignments/misdemeanors, \$142.50/hour for felonies, \$155/hour for capital cases plus mileage at \$0.725/mile, or current federal mileage rate.

It was moved by Commissioner Knepper, supported by Commissioner Lieurance, to approve and authorize the new legal services contract with Lillian E. Harmon starting August 15, 2026, through September 30, 2026, for MIDC Conflict Attorneys, as presented. On a voice vote, the motion CARRIED.

Office of Emergency Services/E 9-1-1 - 800 MHz Pager Project – Title III Funds - \$34,209.06 with budget amendments needed

The Committee reviewed a request for Director Greg Postma to proceed with the 800 MHz Paging Project for Chippewa County utilizing Title III Funding. Title III Funding is distributed to Counties based on Federal Forests and can be used for equipment, communications and reimburses for searches and fighting fire on federal forest land. This year's anticipated amount of \$26,009.06 plus of the fund balance of \$8,200.00 from Fund 213, should be enough to purchase 48 pagers and bring the County close to completing the pager project. The G4 Unication Pagers request will be sent out via Request for Proposal, after funding has been received. There was no Title III funding last year, so budget amendments will need to be made for the revenue and expense of the project.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve and authorize the G4 Unication Pager Project, utilizing this year anticipated \$26,009.06 plus the fund balance of Fund 213, to seek bids for approximately 48 pagers from the Title III funds, and to make the appropriate budget amendments for the project. On a voice vote, the motion CARRIED.

Office of Emergency Services/E 9-1-1 - Building Lease Extension with Chippewa County EDC

The Committee reviewed a request for a 5-year lease extension between Chippewa County Central Dispatch and Chippewa County EDC regarding 4657 W. Industrial Park Drive, Kincheloe, MI. The Dispatch Center has operated out of this location since 2011 and has maintained a strong relationship with the EDC. The lease extension would cover 2027 through 2031, with a 3% annual increase each of the five years. The current lease amount is \$41,201.97 and in 2031 will be \$47,764.38.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize the lease extension between Chippewa County Central Dispatch and Chippewa County EDC for property at 4657 W. Industrial Park Drive as described in the lease document. With lease payment amounts as follows: 2027 - \$42,438.03; 2028 - \$43,733.17; 2029 - \$45,022.51; 2030 - \$46,373.18 and 2031 - \$47,764.38, which is a 3% annual increase and as presented. On a voice vote, the motion CARRIED.

Office of Emergency Services/E 9-1-1 - FY25-26 Hazardous Materials Emergency Preparedness Grant (HMEP) - \$2,240.00

The Committee reviewed the request to approve and authorize the documents and materials for the FY2025-2026 HMEP Hazardous Materials Emergency Preparedness Grant which includes the grant agreement, subrecipient risk assessment certification, HMEP Planning Grant Agreement In-Kind Match form, certifications regarding lobbying, standard assurances, audit certification (EMD-053), request for taxpayer ID and FY25-26 SARA Title III Hazardous Materials, Office Site Emergency Response Plan list.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and except the FY2025-2026 Hazardous Materials Emergency Preparedness Grant (HMEP), in the amount of \$2,240 and to authorize the necessary documents, as presented. On a voice vote, the motion CARRIED.

Three Shores Cooperative Invasive Species Management Area (CISMA) - MOU to re-establish a cooperative effort for management and control of invasive species across Chippewa, Luce and Mackinac Counties and to create Three Shores CISMA

The Committee reviewed a request to update an MOU which was established in 2010 as a partnership between the US Forest Service and the Chippewa Luce Mackinac County Conservation District – the document is just an understanding between all parties that we will work together to attack invasive species in the area in a coordinated manner.

It was moved by Commissioner Knepper, supported by Commissioner Traynor, to approve the updated MOU for the Three Shores Cooperative Invasive Species Management Area (CISMA), as presented. On a voice vote, the motion CARRIED.

Sheriff's Office - Talitrix Agreement – Electronic Monitoring Products and Service Agreement

The Sheriff's Office requested to have a contract with Talitrix LLC authorized, Talitrix LLC provides electronic monitoring, through AT&T service which provides a better coverage area and has an option to use watches with longer battery life than the current ankle monitors. The cost per day is \$1.50 higher than the current units but is recouped in charges. Discussion followed regarding daily rates for those choosing tether.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize the Participant Electronic Monitoring Products and Services Agreement between Talitrix LLC and the Chippewa County Sheriff's Office, as presented. On a voice vote, the motion CARRIED. (4-1 Commissioner Knepper voting nay)

Sheriff's Office - 16' Aluminum trailer purchase with ORV grant funds \$7,499.00

The Committee reviewed a request utilize County fund to purchase of 16' aluminum trailer for the Sheriff's Office, which will be fully reimbursed through the ORV grant, the State of Michigan has already approved the reimbursement and grant amendment. Quotes were reviewed by the Sheriff's Office along with a request to authorize the purchase from Gaylor Thompson and Sales in the amount of \$7,499.00 for a 2026 Wolverine 16-foot aluminum with wood floor, as quoted. Budget amendments will be necessary for both the expense and revenue.

It was moved by Commissioner Lieurance, supported by Commissioner Knepper, to approve and authorize the purchase of \$7,499.00 from Gaylor Thompson and Sales for a 2026 Wolverine 16-foot aluminum trailer through the State of Michigan ORV grant, and to make the necessary budget amendments. On a voice vote, the motion CARRIED.

Sheriff's Office - SUV Bid Summary

The Committee reviewed the bid summary to purchase (1) 2026 4-door, mid-size SUV with a minimum behind front seat area of 70 cubic feet, no trade-in was available. Fleet pricing was indicated on all bids, with one bid no meeting specifications due to the year of the quoted vehicle. Discussion followed regarding the preference for local vendors and the County purchasing policy, which reserves the BOC the right to reject any or all proposals.

It was moved by Commissioner Knepper, supported by Commissioner Traynor, to approve and authorize the purchase of a 2026 Jeep Grand Cherokee 4x4 Laredo from O'Connor's Chrysler Dodge Jeep Ram at the quoted price of \$45,410.00. On a voice vote, the motion CARRIED. (4-0, Commissioner Martin abstained)

Sheriff's Office - Search and Rescue Training Authorize and Budget

The Sheriff's Office will be hosting a search and rescue training course through Buckeye Emergency Response Training School, LLC at the cost of \$1,441.00 for 10 students. This training will run through Special Fund 275 Search and Rescue and there will be a \$85.00 per outside attendee charge to help offset the cost of the training. Budget amendments will be necessary for both the expense and revenue.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize the Search and Rescue Training through Buckeye Emergency Response Training School, LLC at the price of \$1,441.00 and to charge \$85.00 per attendee and to make the appropriate budget amendments as needed. On a voice vote, the motion CARRIED.

Information Systems – Bid Summary – Multi-factor Authentication

The Committee was updated on the County-wide Multi-factor Authentication request for proposals that were received, one was received after the reposting and did meet bid requirements. The County was awarded an MFA reimbursement grant from the State of Michigan, State and Local Cyber Security Program and has received approvals for allowable costs from the Michigan State Police EMHSD, and the two pieces of the project quotes are below the approved prices. Imprivata Inc.'s quote totals \$106,271.00 for the project in its entirety, Information Technology staff will work on the getting MMRMA RAP grant to cover the 2nd and 3rd year for licensing and appliances.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize the County-Wide Multi-factor Authentication quote from Imprivata Inc., project totaling \$106,271.00, \$49,172.40 covering USB reader, virtual appliance, license and support and labor and set-up of \$17,794.00 and two years of license fee of \$19,652.40 per year, as presented. On a voice vote, the motion CARRIED.

Information Systems – Technology Services Agreement – Kinross Police Department

The Committee reviewed a statement of work dated 7-1-2026 to 6-30-2027 for a technology services agreement between Chippewa County and Kinross Charter Police Department, for the County to provide a managed plan for support of the firewall and anti-virus including fees and scope of coverage.

It was moved by Commissioner Martin, supported by Commissioner Knepper, to approve the Technology Services Agreement between Chippewa County and the Kinross Charter Police Department, including fees scope of work, as presented and to meet CJIS requirements. On a voice vote, the motion CARRIED.

Information Systems – MCCi, LLC Service Agreement for Laser Fiche

This Master Services Agreement No. 19483 is still being reviewed by legal counsel and is a service we have been paying for annually without an agreement for Laser Fiche. Administration asked for approval to authorize the Agreement upon legal counsel final review between Chippewa County and MCCi, LLC.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to authorize approval of the Master Services Agreement between Chippewa County and MCCi, LLC upon legal counsel's final review. On a voice vote, the motion CARRIED.

Administration – Update Chippewa County's FOIA Procedures and Guidelines

The Committee was updated on the County Written Public Summary of FOIA Procedures and Guidelines and the County FOIA appeal form where changes have been made to include an option for the requesters to be able to be present during an appeal process.

It was moved by Commissioner Traynor, supported by Commissioner Knepper, to approve and authorize the changes to the County Written Public Summary of FOIA Procedures and Guidelines adding an option for the requester to be present during the appeals process, if requested and to update the FOIA Appeal form, as presented. On a voice vote, the motion CARRIED.

Administration – Personnel – Deputy Public Defender position

The Committee was updated on a request from Chief Public Defender Jim Robinson to fill the position of Deputy Public Defender with an attorney with twenty plus years of experience at the Grade 15, 5-year rate of pay plus special salary. The candidate is local and ready to start at the County shortly; this position has been open for quite some time and the Office has gone through several interviews without being able to hire because of outside circumstances including housing and State Bar licensure.

It was moved by Commissioner Lieurance, supported by Commissioner Knepper, to approve and authorize the Deputy Public Defender position to be paid at the Grade 15, five-year level plus special salary, as requested by the Chief Public Defender. On a voice vote, the motion CARRIED.

Finance - Claims and Accounts – May County

It was moved by Commissioner Traynor, supported by Commissioner Martin, to recommend the approval of May bills and payroll: general claims \$296,538.91, other fund claims \$5,001,007.83, payroll \$1,504,344.98 total claims \$6,801,891.72, as presented and authorize the Health Department new funds (Departments Rural Health Transformation Program – Department 650 and LHD Support Share – Department 647) and budget amendments for Departments 610, 617 and 801, as presented and to acknowledge the various monthly financial reports. On a voice vote, the motion CARRIED.

Committee Comments

Commissioner Martin thanked City of Sault Ste. Marie Mayor Don Gerrie for inviting him to be part of the process for the interviews for the City Manager position.

Chairman Comments

No additional comments were offered.

Adjourn

It was moved by Commissioner Knepper, supported by Commissioner Traynor, to adjourn.

The meeting adjourned at 5:23 p.m.


Kelly J. Church, Recorder


Scott Shackleton, Chairman.