

# FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

July 3, 2013

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Wednesday, July 3, 2013 at the Chippewa County Courthouse in Sault Ste. Marie, Michigan. Chairman Cooper called the meeting to order at 5:00 p.m. with a quorum present.

**MEMBERS PRESENT:** Don Cooper, George Kinsella, Don Mclean and Ted Postula

**MEMBERS ABSENT:** Scott Shackleton

**OTHERS PRESENT:** Kathy Noel, Margie Hank, Rob Stratton, Jennifer Pierce, Jim German and Kelly Church

## Additions / Deletions to the Agenda

None

## Approval of the Agenda

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

## Public Comment

None

## Correspondence and Informational Items

The Committee received the monthly Treasurer's report and the monthly travel report and the Blue Cross Blue Shield Quarterly Settlement.

## Robert Stratton – HB4529 and SB 301 PRESENTATION

Public Defender Robert Stratton reviewed HB 4529 and SB 301, the bill regulates local indigent defense systems standards, the Committee that will be created will determine minimum fees and services, which will need to be approved by the Supreme Court. The process will take a few years to implement, and if changes need to be made for a County, there would be no increased cost to the County.

## AGENDA ITEMS

### FY2014 Budget Calendar

The Committee was presented with the FY2014 proposed Budget schedule for review and approval. The process will start September 6<sup>th</sup> and will tentatively be completed by the November 13<sup>th</sup> Regular Board meeting.

It was moved by Commissioner McLean, supported by Commissioner Postula, approved the FY2014 Budget Development Schedule as presented, starting September 6<sup>th</sup> and tentatively finishing on November 13<sup>th</sup>, 2013. On a voice vote, the motion CARRIED.

### Community Corrections Contract 2014-2017

The Committee reviewed the grant between the Michigan Office of Community Alternatives, and the three County group of Chippewa, Mackinac and Luce. The contract and grant application is for a three year grant, with Chippewa County receiving \$68,160 in FY2014. The Committee also reviewed a Resolution of Support which needs to be approved at the Regular Board meeting. Chippewa County will continue as the fiduciary for the grant.

It was moved by Commissioner Kinsella, supported by Commissioner McLean, to approve the three year grant application and contract between the Michigan Office of Community alternatives and the three County group of Chippewa, Mackinac and Luce Counties; Chippewa County is estimated to receive \$68,160 for FY2014 from the grant. On a voice vote, the motion CARRIED.

**Audit Services Bid Summary**

The Committee reviewed the bid summary for Audit Services for Chippewa County for a three year period, covering 2013, 2014 and 2015. Only one (1) bid was received timely, and two (2) were received after the 12:00 noon deadline. The valid bid was received from Anderson, Tackman & Company in the amount of \$28,000 per year.

It was moved by Commissioner Kinsella, supported by Commissioner Postula, to approve the Audit Services bid totaling \$84,000 and covering FY2013, FY2014 and FY2015, a cost of \$28,000 per year from Anderson, Tackman & Company. On a voice vote, the motion CARRIED.

**15 Desktop Computers Bid Summary**

The Committee reviewed the bid summary to purchase fifteen (15) desktop computers; five (5) bids were received, four (4) being timely and one (1) being late. The low bid for non-refurbished computers was from GovConnection, Inc., in the amount of \$11,613.75, and met bid requirements.

It was moved by Commissioner McLean, supported by Commissioner Postula, to approve the purchase of fifteen (15) desktop computers from GovConnections, Inc., for an amount not to exceed \$11,613.75, per their bid. 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 Kinsella, supported by Commissioners McLean, to recommend the approval of the general claims totaling \$207,660.20, other fund claims \$604,721.69 payroll \$437,870.19 and Health Department claims \$477,556.86 total claims \$1,727,808.94 and voucher H-1 through H-284. On a voice vote, the motion CARRIED.

**Budget Amendments**

It was moved by Commissioner Kinsella, supported by Commissioner Postula, to approve the budget amendments as follow:

Revenue			Original	Amended	Change	
101-000-676.301	G/F	Sheriff	15,300	16,800	1,500	Wal-Mart grant
232-000-401.000	S/F	Comm. Corr.	80,000	160,000	80,000	Luce & Mac portion
285-000-588.000	S/F	Animal Cont.	0	10,000	10,000	2% Gaming
291-000-699.101	S/F	Child Care	11,982	14,998	3,016	Transfer for Parenting

**Expenditures**

101-301-979.000	G/F	Sheriff	8,523.00	10,023	1,500	Wal-Mart grant
101-879-701.000	G/F	Audit	27,775	27,975	200	SEC Regs. Fees
101-975-998.000	G/F	Child Care	11,980	14,998	3,018	Transfer for Parenting
232-000-801.800	S/F	Comm. Corr.	0	20,000	20,000	Contract - Luce
232-000-801.900	S/F	Comm. Corr.	0	60,000	60,000	Contract – Mackinac
235-000-935.000	S/F	Sr. Meals	522,730	684,000	161,270	Amount Voted Millage
269-000-982.000	S/F	Law books	3,500	4,500	1,000	Law Books Increase
285-000-801.000	S/F	Animal Cont.	0	10,000	10,000	2% Gaming
291-000-701.000	S/F	Child Care	11,982	14,998	3,016	Amount per Contract

On a voice vote, the motion was CARRIED.

**Beginning Fund Balance via Audit**

It was moved by Commissioner McLean, Supported by Commissioner Kinsella, to approve the beginning fund balances as presented from the FY2012 Audit. (See attached) On a voice vote, the motion was CARRIED.

**Committee and Chairman's Comments**

Commissioner McLean asked about the Community Corrections reduction in funding, the reduction has been completed in the amount of \$9,224 for FY2013 Community Corrections grant.

**Adjourn**

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

Chairman Cooper declared the meeting adjourned at 5:25 p.m.

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Kelly J. Church, Recorder

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Don Cooper, Chairman

7/8/2013		Chippewa County			
		Budget Amendments			
		Beginning Fund Balances			
			Original Budget	Amended Budget	Change
101-000-390-000			4,195,401.00	3,645,273.45	(550,127.55)
145-000-390-000			3,251.00	2,918.03	(332.97)
152-000-390-000			10,207.00	10,207.40	0.40
166-000-390-000			0.00	30.00	30.00
210-000-390-000			1,865.00	5,319.41	3,454.41
211-000-390-000			47,505.00	83,126.29	35,621.29
213-000-390-000			7,096.00	7,096.25	0.25
215-000-390-000			63,159.00	68,404.75	5,245.75
216-000-390-000			7,910.00	2,842.91	(5,067.09)
225-000-390-000			572,802.00	611,517.06	38,715.06
229-000-390-000			15,917.00	15,684.67	(232.33)
230-000-390-000			421,832.00	412,626.08	(9,205.92)
232-000-390-000			109,239.00	72,201.68	(37,037.32)
233-000-390-000			0.00	3,169.37	3,169.37
235-000-390-000			286,026.00	239,620.63	(46,405.37)
255-000-390-000			1,934.00	5,908.58	3,974.58
256-000-390-000			62,498.00	61,108.05	(1,389.95)
258-000-390-000			11,741.00	6,224.78	(5,516.22)
259-000-390-000			9,039.00	7,999.38	(1,039.62)
263-000-390-000			3,718.00	3,205.34	(512.66)
264-000-390-000			3,881.00	13,067.16	9,186.16
266-000-390-000			14,083.00	13,914.53	(168.47)
267-000-390-000			67,443.00	52,006.23	(15,436.77)
268-000-390-000			17,612.00	18,636.99	1,024.99
269-000-390-000			5,967.00	5,475.73	(491.27)
270-000-390-000			6.00	5.86	(0.14)

		Chippewa County			
		Budget Amendments			
		Beginning Fund Balances			
			Original Budget	Amended Budget	Change
272-000-390-000			537.00	921.41	384.41
285-000-390-000			47,413.00	41,328.38	(6,084.62)
287-000-390-000			1,158.00	1,158.33	0.33
291-000-390-000			80,081.00	80,081.44	0.44
294-000-390-000			690.00	748.46	58.46
296-000-390-000			957,628.00	1,114,991.11	157,363.11
297-000-390-000			0.00	106,617.68	106,617.68
363-000-390-000			0.00	34,600.00	34,600.00
368-000-390-000			213,933.00	198,910.16	(15,022.84)
472-000-390-000			7,503.00	7,502.75	(0.25)
473-000-390-000			0.00	164,785.24	164,785.24