

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

June 4, 2015

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, June 4th, 2015 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Martin called the meeting to order at 2:00 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, Pat Egan, Phil Wolf and Kelly Church

Approval of the Agenda

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

Public Comment

No public comment was offered.

Presentation

2014 Audit – Phil Wolf, Anderson, Tackman & Co.

The Financial Statements of Chippewa County; including the governmental activities, business activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information for the year ended December 31, 2014, were presented by Anderson, Tackman & Company's CPA Phil Wolf. Mr. Wolf presented and reviewed documents included in the annual audit report and explained the purpose of each. He discussed changes to the audit report that have been implemented and those that will be implemented over the next year. Mr. Wolf went over the long-term and short-term Statement of Revenues, Expenditures and Changes in the Fund Balance. Mr. Wolf presented and reviewed the general fund balance sheet, a number of graphs, and the *Communication With Those Charged With Governance*. It was also noted that there are no deficiencies or material weaknesses. The prior comments regarding the County's lack of a self-funding Health Insurance Policy, which will continue to be looked at. Mr. Wolf reminded the Committee, that the Internal Controls are set by the Board of Commissioner, through the establishment of policies and procedures, and how important it is to follow through with them. Mr. Wolf also provided charts regarding Assets, Revenues, Expenditures, Fund Balance and DTRF, with prior year comparisons. Discussion with questions and answer followed.

It was moved by Commissioner McLean, supported by Commissioner Egan, to accept and approve the FY2014 Audit as presented, and distribute where necessary. On a voice vote, the motion CARRIED.

Correspondence and Informational Items

The Committee received monthly travel report, the May Visa billing statement, a letter re: EUP Hospice Services 2% funding, MERS Retiree Health Funding Vehicle – quarterly statement, water guard proposal for the tunnel quote, Box Store Tribunal information, the Public Hearing Notice for Truth In Taxation and the FY16 – Budget Development Schedule.

AGENDA ITEMS

Approve Courthouse Window Replacement Updated Submission

The Committee received and reviewed the updated Courthouse Window Replacement project information prior to the meeting for review. A misquote from the supplier in the original bid submission was noted in the amount of \$18,211.00. The original bid of \$96,100 was previously approved in 2014. An additional \$9,715 would need to be approved to move forward with the replacement of sixteen (16) round windows on the third floor and the eight (8) rectangle windows in the bell tower, which are all considered custom windows.

It was moved by Commissioner McLean, supported by Commissioner Egan, to approve the additional \$9,715 for the Courthouse Window Replacement project at a total cost not to exceed \$105,815. On a voice vote, the motion was CARRIED.

Approve updated Nationwide Deferred Comp Procedures

The Committee received a copy of the amendment to the Nationwide – Participant Loan Administrative Procedures – which will enable participants to have two loans from their deferred comp plan. It was noted that is change have no effect on the County, as it is all the participants money.

It was moved by Commissioner McLean, supported by Commissioner Shackleton, to approve the Amendment to the Participant Loan Administrative Procedures for the Nationwide Deferred Program; to allow participants the ability to have two loans from their deferred comp. On a voice vote, the motion CARRIED.

Approve – Veterans Millage Request Recommendation

The Committee received a request from the Department of Veterans Affairs Committee, recommending that the County place a ballot question on the November 2015 election, seeking .1 mills to maintain and expand the services to veterans in Chippewa County through the proposed millage.

It was moved by Commissioner McLean, supported by Commissioners Shackleton, to approve and authorize to move forward with the research, including seeking legal opinion, on the proposed language for the .1 millage to maintain and expand the services to veterans of Chippewa County. On a voice vote, the motion CARRIED.

Approve – Annual Report of Balance in Land Sale Proceeds Account

The Committee received and reviewed the Annual Report of Balance in Land Sale Proceeds Accounts provided by County Treasurer Margie Hank, in accordance with MCL 211.78m (8)(h).

It was moved by Commissioner Shackleton, supported by Commissioners Johnson, to accept and approve the Annual Report of Balance in Land Sale Proceeds Accounts, as presented with the amount available to transfer of \$100,000.00 to the general fund by 12/31/2015. On a voice vote, the motion CARRIED.

Approve renewal of CHC Inmate health care services contract

The Committee reviewed a contract renewal letter for 10/3/2015 through 10/2/2016, with CHC with a proposed increase of 1.93% which is the current CPI. After a brief synopsis of the contract and its cost, including the back ground of why we switched to CHC due to regulations, in keeping federal inmates housed within our jail. It was also noted to have Administration check with other Counties in the beginning of FY16 regarding similar contracts and pricing.

It was moved by Commissioner Shackleton, supported by Commissioners McLean, to approve the contract renewal for October 3, 2015 through October 2, 2016 with CHC to continue to provide inmate health services, at the rate of \$13,165.74 per month (\$157,988.88 annually) which is a 1.93% increase from the prior year. 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 McLean, to recommend the approval of May bills and payroll as follow: the general claims totaling \$296,521.91, other fund claims \$400,282.30, payroll \$685,152.93, Health Department claims \$1,005,807.50 and total claims \$2,387,764.68 and vouchers H-1 through H-284. On a voice vote, the motion CARRIED.

Committee and Chairman's Comments

No additional comments were offered.

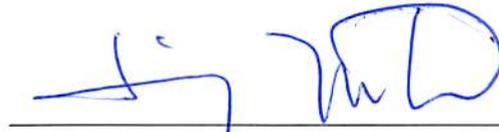
Adjourn

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

Chairman Martin declared the meeting adjourned at 3:08 p.m.



Kelly Church, Deputy Administrator



Jim Martin, Chairman