

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

July 9, 2015

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, July 9th, 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, Jim German and Kelly Church

Approval of the Agenda

It was moved by Commissioner Shackleton supported by Commissioner Johnson, 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 received the Treasurer's Investment reports for May and June, monthly travel report, the June Visa billing statement and a letter from NorthCare network regarding request Liquor Tax (PA2) funding for substance use disorder prevention, recovery or treatment services not otherwise funded in Chippewa County. Discussion followed.

It was moved by Commissioner Shackleton, supported by Commissioner Egan, to forward the June 16th notice to the Drug Court team, and to the Chippewa County Health Department, with the Board of Commissioners support to seek funding. On a voice vote, the motion CARRIED.

AGENDA ITEMS

2013 Operation Stonegarden Equipment \$20,862

The Committee received and reviewed a letter from OES Director Tim McKee, with a request to purchase equipment as follows: Geographic Information System (GIS) Data - \$5,000.00; batteries, battery packs, Mics and Radio Accessories - \$4,112.50 and 3 Motorola AOEX 6000 portable radios - \$3,916.50 each – for a total purchase from the 2013 Operation Stonegarden Grant of \$20,862.00.

It was moved by Commissioner Shackleton, supported by Commissioner Egan, to approve the purchases and waive the purchasing policy, as follows: \$5,000 to EUP Regional Planning for Geographic Information System (GIS) Data; \$4,112.50 to Motorola for batteries, battery packs, mics and radio accessories and \$11,749.50 to Motorola to purchase three (3) Motorola APEX 6000 portable radios. On a voice vote, the motion was CARRIED.

50th Circuit Drug Court

The Committee received a copies of four (4) agreements that need to be approved for the Drug Court Operations, the agreements expire on September 30, 2015, matching the current grant funding. The agreements were as follows:

- Project Consultant Services – 6/18 – 9/30/2015 – not to exceed \$10,500.
- Redwood Toxicology – drug screening \$10.00 per drug
- Great Lakes Recovery, Inc. – substance abuse counseling/testing - 7/1 – 9/30, 2015
- Chippewa County Sheriff's Department – electronic monitoring – 7/1 -9/30/2015

It was moved by Commissioner Egan, supported by Commissioner Johnson, to approve and authorize signature for the following agreements: Project Consulting Services, no to exceed \$10,500; Redwood Toxicology, \$10.00 per drug; Great Lakes Recovery, Inc., not to exceed \$12,500 in counseling and \$3,600 for testing and the Chippewa County Sheriff's Department , not to exceed \$1,350.00. On a voice vote, the motion CARRIED.

Recommendations from Building and Grounds

Storage Shed Installation Bid Summary and Foundation Systems of Michigan – Water Guard

The Committee received the bid summary for the installation of a new 16'x18' storage shed to be placed on the northeast corner of the County Building for the storage of maintenance equipment, two bids were received and met specs and along with a proposal from Foundation Systems of Michigan to install a Water Guard system in the tunnel between the County Building and the Courthouse.

It was moved by Commissioner Johnson, supported by Commissioners Egan, to approve and authorize the low bid of \$11,941.00 to Whiskey River Inc., to install a new 16'x18' storage shed as proposed and to authorize the proposal from Foundation Systems of Michigan of \$15,700.00 to install the Water Guard system in the tunnel, to alleviate the standing water issue, both projects will be paid from Fund 226 Building Maintenance Fund. On a voice vote, the motion CARRIED.

Resolution 15-15 Supporting Alger County's DHHS Agreement

The Committee received and reviewed Resolution 15-15, Chairman Martin, gave a brief overview of the incurred long-term debt of Alger County brought about by an agreement to enlarge the Alger County Courthouse, to accommodate a lease to DHHS back in 1998. This resolution would support the DHHS Office remaining open in Alger County.

It was moved by Commissioner Egan, supported by Commissioners Shackleton, to forward Resolution 15-15 In Support of Maintaining the State of Michigan Department of Health and Human Services in Alger County. On a voice vote, the motion CARRIED.

Freedom of Information Act

Administrator German gave a brief overview of the FOIA changes that took effective on July 1, 2015 – mainly Public Act 563 of 2014 (2014 PA 563) requires that public bodies limit fees that can be charged to a requesting party and has placed many procedural changes. Administrator German indicated that the new rulings would be listed with our current policy as “attachment A” which will supersede the previous policy. Discussion followed.

It was moved by Commissioner Shackleton, supported by Commissioners Egan, to adopt and attach the new ruling provide by MMRMA, as “Attachment A” of the County's current FOIA policy and procedure, and that the new rulings would supersede and be in effect immediately. On a voice vote, the motion CARRIED.

FINANCE

Chippewa County Investment Policy

The Committee reviewed the Chippewa County Investment Policy provided by Treasurer Margie Hank, no changes have been made, and Resolution 15-16 will be forwarded to the full Board for approval per Act No. 20 of the Michigan Public Acts of 1943 (MCL129.91).

It was moved by Commissioner Egan, supported by Commissioner Johnson, to approve the Chippewa County Investment Policy as presented, and to forward Resolution 15-16 Accepting the Investment Policy 15-16 to the full Board for approval. On a voice vote, the motion CARRIED.

Claims and Accounts

The Committee reviewed the bills and payroll presented for approval, reviewed the Audit Amendments (to match Fund Balances) and reviewed the budget amendment as presented. Discussion followed with questions answered.

It was moved by Commissioner Egan, supported by Commissioner McLean, to recommend the approval of June bills and payroll as follow: the general claims totaling \$229,267.98, other fund claims \$638,434.12, payroll \$452,699.56, Health Department claims \$486,458.34 and total claims \$1,806,860.00 and vouchers H-1 through H-315. On a voice vote, the motion CARRIED.

Audit Amendments

It was moved by Commissioner Shackleton, supported by Commissioner Egan, to approve the beginning fund balances as presented from the FY2014 Audit. On a voice vote, the motion was CARRIED. (See attached)

Budget Amendments

It was moved by Commissioner McLean, supported by Commissioner Egan, to approve the budget amendments as presented for FY2015. On a voice vote, the motion was CARRIED. (See attached)

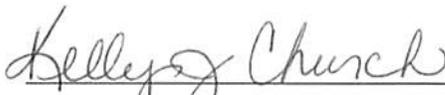
Committee and Chairman's Comments

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 2:55 p.m.



Kelly Church, Deputy Administrator



Jim Martin, Chairman

7/14/2015

Chippewa County
Budget Amendments
Beginning Fund Balances

	Original Budget	Amended Budget	Change
101-000-390-000	3,852,352.00	4,028,928.03	176,576.03
145-000-390-000	4,635.00	9,160.64	4,525.64
152-000-390-000	10,207.00	10,207.40	0.40
166-000-390-000	135.00	180.00	45.00
210-000-390-000	723.00	610.11	(112.89)
211-000-390-000	153,964.00	94,957.40	(59,006.60)
213-000-390-000	7,096.00	7,096.25	0.25
215-000-390-000	63,031.00	73,259.63	10,228.63
216-000-390-000	2,000.00	5,731.42	3,731.42
225-000-390-000	636,680.00	655,890.88	19,210.88
226-000-390-000	299,410.00	299,410.14	0.14
229-000-390-000	15,788.00	29,865.85	14,077.85
230-000-390-000	269,464.00	269,032.24	(431.76)
232-000-390-000	112,689.00	112,708.78	19.78
233-000-390-000	7,401.00	11,879.59	4,478.59
235-000-390-000	161.00	0.00	(161.00)
255-000-390-000	2,023.00	2,332.17	309.17
256-000-390-000	72,128.00	72,556.01	428.01
258-000-390-000	13,996.00	23,291.81	9,295.81
259-000-390-000	7,243.00	6,976.61	(266.39)
263-000-390-000	3,529.00	0.00	(3,529.00)
264-000-390-000	17,459.00	19,856.15	2,397.15
266-000-390-000	12,652.00	11,792.22	(859.78)
267-000-390-000	59,218.00	68,022.33	8,804.33
268-000-390-000	11,010.00	11,945.11	935.11
269-000-390-000	4,216.00	3,104.10	(1,111.90)
270-000-390-000	0.00	0.00	0.00

Chippewa County
 Budget Amendments
 Beginning Fund Balances

	Original Budget	Amended Budget	Change
272-000-390-000	1,037.00	1,157.41	120.41
274-000-390-000	0.00	5,199.07	5,199.07
282-000-390-000	0.00	63,119.02	63,119.02
285-000-390-000	39,093.00	46,416.49	7,323.49
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	1,562.00	2,673.28	1,111.28
363-000-390-000	34,600.00	34,600.00	0.00
368-000-390-000	237,528.00	79,154.97	(158,373.03)
472-000-390-000	7,503.00	7,502.75	(0.25)

7/14/2015		Chippewa County					
		Budget Amendments					
Revenue			Original Budget	Amended Budget	Change	Description	
146-000-401.146	Drug Court	Revenue - Client Fees	0.00	4,800.00	4,800.00	Fees	
146-000-507.000	Drug Court	Grant Revenue	0.00	59,758.00	59,758.00	Grant	
146-000-699.101	Drug Court	General Transfer	0.00	10,468.00	10,468.00	G/F transfer	
210-000-402.000	County Ambulance	Revenue	460,289.00	465,000.00	4,711.00	Additional Revenue	
211-000-699.210	Office of Emergency Services	Transfer from 210	121,900.00	123,549.00	1,649.00	Additional Transfer	
266-000-523.000	Park Patrol	Revenue	2,400.00	3,700.00	1,300.00	Additional Revenue	
277-000-507.000	Highway Safety Fund	Grant Revenue	9,000.00	10,974.00	1,974.00	Additional Grant monies	
279-000-507.800	OHSP - Seat Belt	Grant Revenue	6,000.00	7,953.00	1,953.00	Additional Grant monies	
294-000-562.294	Veteran's Trust	Revenue	10,500.00	20,000.00	9,500.00	Additional Revenue	
Expenditures							
101-131-805.000	General Fund	Circuit Court - Jury Fees	33,000.00	63,000.00	30,000.00	Increased Jury Fees	
101-230-957.000	General Fund	Support Coordinator - Education	0.00	1,200.00	1,200.00	Continuing Education	
101-865-701.000	Insurance	Increased Expense for Insurance	200,000.00	207,000.00	7,000.00	Increased Expenses	
101-966-701.000	County Health Department	UP Smiles Grant	120,196.00	123,546.00	3,350.00	UP Smiles Grant	
101-999-999.146	Drug Court	Drug Court Transfer from G/F	0.00	10,468.00	10,468.00	Beg Grant thru 12-31-2015	
146-000-703.000	Drug Court	Drug Court - Salaries	0.00	21,168.00	21,168.00	Beg Grant thru 12-31-2015	
146-000-715.000	Drug Court	Drug Court - Fringes	0.00	2,045.00	2,045.00	Beg Grant thru 12-31-2015	
146-000-727.000	Drug Court	Drug Court - Supplies	0.00	8,586.00	8,586.00	Beg Grant thru 12-31-2015	
146-000-801.000	Drug Court	Drug Court - Contractual	0.00	36,925.00	36,925.00	Beg Grant thru 12-31-2015	
146-000-860.000	Drug Court	Drug Court - Travel	0.00	5,177.00	5,177.00	Beg Grant thru 12-31-2015	
146-000-900.000	Drug Court	Drug Court - Publishing	0.00	1,125.00	1,125.00	Beg Grant thru 12-31-2015	
210-000-964.000	County Ambulance	Return to Local Units	299,188.00	302,250.00	3,062.00	Increased Taxes	
210-000-999-211	County Ambulance	Transfer from 211	121,900.00	123,549.00	1,649.00	Increased Taxes	
225-000-935.000	Correctional Facility Maint.	Maintenance	14,000.00	20,000.00	6,000.00	Increased Maintenance in Jail	
226-000-931.000	Building Maintenance Fund	Building Maintenance	0.00	134,290.00			
226-000-931.000	Building Maintenance Fund	Building Maintenance	0.00	0.00	4,500.00	Roof Repair	
226-000-931.000	Building Maintenance Fund	Building Maintenance	0.00	0.00	2,775.00	Heat Tapes (South side)	
226-000-931.000	Building Maintenance Fund	Building Maintenance	0.00	0.00	105,815.00	Replace Windows per Bid	
226-000-931.000	Building Maintenance Fund	Building Maintenance	0.00	0.00	15,700.00	Tunnel -Water Guard	
226-000-931.000	Building Maintenance Fund	Building Maintenance	0.00	0.00	5,500.00	Electrical Upgrade	
226-000-979.000	Building Maintenance Fund	Equipment	0.00	17,000.00			
226-000-979.000	Building Maintenance Fund	Equipment	0.00	0.00	5,000.00	Purchase Lawn Tractor	
226-000-979.000	Building Maintenance Fund	Equipment	0.00	0.00	12,000.00	Storage Shed	
266-000-706.000	Park Patrol	Salaries	2,000.00	4,100.00	2,100.00	Increase Salaries	
267-000-981.000	Road Patrol Overtime	Road Patrol Overtime	27,800.00	52,865.00	25,065.00	Van approved FY14 Delivered FY15	
277-000-706.000	Highway Safety Fund	Salaries	7,500.00	9,145.00	1,645.00	Additional Grant monies	
277-000-715.000	Highway Safety Fund	Fringes	1,500.00	1,829.00	329.00	Additional Grant monies	
279-000-706.800	OHSP - Seat Belt	Salaries	5,000.00	6,627.00	1,627.00	Additional Grant monies	
279-000-715.800	OHSP - Seat Belt	Fringes	1,000.00	1,326.00	326.00	Additional Grant monies	
294-000-845.000	Veteran's Trust	Assistance to Veterans	10,500.00	20,000.00	9,500.00	To Match Revenue	