

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

October 6, 2016

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, October 6, 2016 at the Chippewa County Courthouse in Sault Ste. Marie, Michigan. Chairman Martin called the meeting to order at 5:30 p.m. with a quorum present.

MEMBERS PRESENT: Jim Martin, Scott Shackleton, Conor Egan and Rudy Johnson (arrived 5:40 p.m.)

MEMBERS ABSENT: Don McLean

OTHERS PRESENT: Jim German, Karen Senkus, and Kelly Church

Approval of the Agenda

It was moved by Commissioner Shackleton, supported by Commissioner Egan, to approve the agenda with the addendum. 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 report, the monthly travel report, the monthly Visa billing statement, the information regarding Financial Policy #314 annual funding to OPEB Health Care Retirement Vehicle and the 2016 Resolution for Apportionment, which will be on the agenda for Monday's meeting.

AGENDA ITEMS

Bid Summary (approvals needed)

Copier Machine for Clerk's Office

The Committee reviewed the bid summary for a multifunction machine, to trade-in and replace current copier with a long-term maintenance agreement. The bid required three full trays and a speed of 35 ppm, the maintenance agreements were at the same price of .008 per copy, with the office making approximately 8,000 copies per month. The additional trays on this copier are in hopes of eliminating a printer in this office, to help lower their supplies expenditures.

It was moved by Commissioner Egan, supported by Commissioner Shackleton, to approve the low bid from Sault Printing Company, to purchase one Ricoh MP 3354 copier/printer/fax/scanner at a price of \$5,086.00, with a five year maintenance agreement at .008 per copy with a minimum of 8,000 copies per month. On a voice vote, the motion CARRIED.

Snow Plowing and Removal

911 Center, Animal Control, Courthouse Parking Lot and County Building)

The Committee reviewed the bid summaries for the various snow plowing and removal, only two bids were received.

It was moved by Commissioner Shackleton, supported by Commissioner Egan, to approve the bid from Forejt Family Builders LLC to provide snowplowing for the Central Dispatch Central at a price of \$2,160; the Animal Control Shelter at a price of \$1,475; the County Parking Lot (34 space) for snow plowing and removal at a price of \$5,000 and the County Building Parking Lot (8 space) snow plowing and removal at a cost of \$1,200, which were all the low bid. On a voice vote, the motion CARRIED.

Retiree Health Care Actuarial

The Committee reviewed the bid summary, and were brought up to date on the future changes with the Retiree Health Care Actuarial requirements, as it is changing from a three-year report, to a two-year report because of the changes in GASB 74 and 75. The five firms were contacted to make sure we had the correct bid prices for two reports covering FY17&18 and FY19&20. Discussion followed.

It was moved by Commissioner Johnson, supported by Commissioner Egan, to approve the low bid from Jefferson Solutions, Inc., in the amount of \$8,880 to provide the County's Retiree Health Care Actuarial reports for FY17&18 and FY19&20. On a voice vote, the motion CARRIED.

SimplexGrinnell – 5 year Contract plus \$2,500 for Access Control

The Committee was updated on the services provided by SimplexGrinnell for the Correctional Facilities, fire alarms, access controls, and CCTV systems, and the need to upgrade to the Platinum Plan which covers component replacement on the central processing unit, the five year contract annual fee will be \$8,557. In addition to the contract an additional \$2,500 was sought to upgrade the Access Control, the \$2,500 to include the software and a new PC with Windows 7.

It was moved by Commissioner Shackleton, supported by Commissioner Egan, to approve the services solution proposal from SimplexGrinnell, to provide maintenance services for the Correctional Facilities fire alarm, sprinklers, access control, sound and communications, and the CCTV, a five-year contract, with the annual base price of \$8,557.00 and to approve \$2,500 in expenditures for the Access Control to provide software and a new PC. 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 Johnson, to recommend the approval of September bills and payroll as follow: the general claims totaling \$221,416.24, other fund claims \$264,804.84, payroll \$665,669.63, Health Department claims \$560,365.23; total claims \$1,712,255.94 and vouchers H-1 through H-284. On a voice vote, the motion CARRIED.

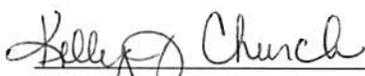
Committee/Chairperson Comments

No additional comments were provided.

Adjourn

It was moved by Commissioner Egan, supported by Commissioner Johnson to adjourn the meeting.

Chairman Martin declared the meeting adjourned at 5:50 p.m.



Kelly J. Church, Recorder



Jim Martin, Chairman