

# **FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES**

**November 10, 2016**

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, November 10, 2016 at the Chippewa County Courthouse 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:** Jim German, Karen Senkus, Lana Forrest, Margie Hank, Paul Stanaway, Ryan Hering, Greg Postma, Tammy Peyton, Michelle Robbins, Cathy Maleport and Kelly Church

## **Approval of the Agenda**

**It was moved by Commissioner Shackleton, supported by Commissioner Johnson, 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, letter from MAC regarding changing Workers Compensation to CompOne and Resolution 16-25 the 2017 Borrowing Resolution which is on the agenda for Monday's meeting. The Resolution brought up a lot of discussion with questions, answers, and the differences between the DTRF and the fund balance.

## **AGENDA ITEMS**

### **Administrator Travel**

The Committee reviewed the Administrator's travel, approved via e-mail communication with the Board, but needing an official motion, for his travel to Escanaba for an UPWARD Talent Council meeting.

**It was moved by Commissioner Johnson, supported by Commissioner McLean, to approve the Administrator's travel to Escanaba on October 21 for an UPWARD Talent County meeting. On a voice vote, the motion CARRIED.**

### **Annual Report of Balance in Land Sale Proceeds Accounts**

The Committee reviewed the annual report in accordance with MCL 211.78m (8) (h) from County Treasurer Margie Hank, the amount to transfer will be \$114,493.87 from the 2011 Tax Foreclosures including proceeds from the sale of property in the City of Sault Ste. Marie.

**It was moved by Commissioner Shackleton, supported by Commissioner Egan, to accept the annual Balance in the Land Sale Proceeds Account of \$114,493.87 as of December 31, 2016 from 2011 Tax Foreclosures and sale of property within the City of SSM . On a voice vote, the motion CARRIED.**

### **2017 Remonumentation Grant Agreement**

The Committee reviewed the 2017 Grant Agreement from the Office of Land Surveying and Remonumentation; indicating a grant from 1-1-2017 to 12-31-2017, in the amount of \$90,977.00 with Chippewa County contributing \$15,000 for a total FY2017 project amount of \$105,977.00.

**It was moved by Commissioner Shackleton, supported by Commissioner Egan, to approve and authorize signatures, for the 2017 grant agreement between the State of Michigan Department of Licensing and Regulatory Affairs and Chippewa County in the amount of \$90,977.00 with Chippewa County contributing an additional \$15,000.00 for County Remonumentation. On a voice vote, the motion CARRIED.**

### **Travel Policy choose between Select Cities and All Other**

No action was taken as the Travel Policy will continue to follow the Select Cities breakfast \$10.25; lunch \$10.25 and dinner \$24.25 reimbursement amount associated with reimbursement.

### **Heavy Weather – Curtain panels for outdoor kennel area (from donations)**

The Committee reviewed a request from the Shelter Manager regarding installation of a more permanent way to enclose the outdoor kennel area in the winter time with all season curtain panels (heavy duty, commercial grade) so that spraying out the area is still possible, as with permanent walls would not allow. An estimate was provided for review from Belk Contracting, LLC. in the amount of \$5,300 – to be paid from the Animal Shelter donation account.

**It was moved by Commissioner McLean, supported by Commissioner Egan, to approve the estimate from Belk Contracting in the amount of \$5,300 to install all season curtain panels at the Chippewa County Animal Control Shelter in the outdoor kennel area. On a voice vote, the motion CARRIED.**

### **Dark Stores – Amended Joint Defense Agreement**

Administrator German updated the Committee on the Joint Defense Agreement regarding the Tax Tribunal notifying the Committee that the EUPISD has joined in cost share agreement with 2% not to exceed \$5,000, which will be split evenly between the City of SSM and the County.

**It was moved by Commissioner McLean, supported by Commissioner Egan, to accept the First Amended Tax Tribunal and Appeal Joint Defense Agreement changing the cost sharing to include the EUPISD, and to split the savings change proportionally between the City of Sault Ste. Marie and the County of Chippewa. On a voice vote, the motion CARRIED.**

### **Health Department Personnel**

The Committee reviewed the joint administrative agreed upon updated budget request from the Health Department of \$152,780, which included staffing needs of lead sanitarian, sanitarian and a Program Software Specialist.

**It was moved by Commissioner Shackleton, supported by Commissioner McLean, to approve filling the positions of the Lead Sanitarian and Sanitarian, as requested in the \$152,780 appropriation request. On a voice vote, the motion CARRIED.**

No action was taken on the IT Director/Program Software Specialist, based on previous discussions during the budget work session.

**FINANCE - Claims and Accounts**

The Committee reviewed the bills and payroll presented for approval.

It was moved by Commissioner McLean, supported by Commissioner Egan, to recommend the approval of November bills and payroll as follow: the general claims totaling \$219,857.94, other fund claims \$404,186.46, payroll \$448,375.25, Health Department claims \$519,504.89; total claims \$1,592,224.54 and vouchers H-1 through H-231. On a voice vote, the motion CARRIED.

**Committee/Chairperson Comments**

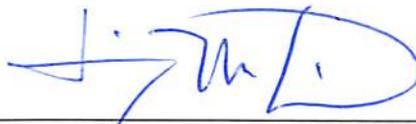
No additional comments were provided.

**Adjourn**

Chairman Martin declared the meeting adjourned at 2:29 p.m.



Kelly J. Church, Recorder



Jim Martin, Chairman