

# FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

June 11, 2024

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, June 11, 2024 at the Chippewa Courthouse in Sault Ste. Marie, Michigan. Chairman Savoie called the meeting to order at 4:30 p.m. with a quorum present. The meeting was available via Zoom.

**MEMBERS PRESENT:** Robert Savoie, Jim Martin, Jim Traynor, Damon Lieurance, and Justin Knepper

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Karen Senkus, Cady Bauers, David Markham, and Kelly Church

**PRESENT VIA ZOOM:** Brian Bartlett, Suzanne Lieurance.

## Approval of the Agenda

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, 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 reviewed the Treasurer's Investment reports, the VISA billing, travel requests, and EMPG fact sheet. No action required.

## AGENDA ITEMS

### County – Audit Presentation and Approval FYE 12/31/2023

Ken Talsma from Anderson, Tackman and Company provided a presentation of the Chippewa County draft audit and financial statements for the fiscal year ending December 31, 2023. The audit indicates that the financial statements and reports follow the government auditing standards and is classified as an unmodified opinion, a clean audit. There were no findings and the Committee reviewed the various graphs presented.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve the Chippewa County Draft Audit FYE 12/31/2023 as presented, and to publish and release where necessary. On a voice vote, the motion CARRIED.

### Health Department – Medical Director – Tail Coverage – Three-years - \$15,213.05

The Committee reviewed a request and quote from Health Officer Karen Senkus, to purchase a three-year Tail Policy to extend the current coverage for the medical director who oversees home health and hospice division; for any claims that might occur post closure of the program.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize the three-year tail coverage for the Home Health and Hospice Medical Director at the cost of \$15,213.05 from U.P. Insurance Agency, Inc. On a voice vote, the motion CARRIED.

### Information Systems – Release RFP's

- NAS County SAN (Storage Area Network)
- NAS County (Network Attached Storage)

The Committee reviewed the RFQ for the NAS County Storage Area Network and the Network Attached Storage RFPs, as presented.

**It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve and release the RFPs for NAS County SAN (Storage Area Network) and NAS County (Network Attached Storage), as presented. On a voice vote, the motion CARRIED.**

**91<sup>st</sup> District Court – Mental Health Court Grant Program Additional \$41,758.00**

The Committee reviewed the request from 91<sup>st</sup> District Mental Health Court Program to request an additional \$41,758.00 to be used prior to 9/30/2024.

**It was moved by Commissioner Knepper, supported by Commissioner Traynor, to approve the submittal of the 91<sup>st</sup> District Court Mental Health Court Grant for an additional \$41,758.00 to be used prior to 9/30/2024. On a voice vote, the motion CARRIED.**

**Prosecuting Attorney – FY25 Allocation Victim Rights Unit General Grant \$89,180, Victim’s Needs \$2,515 and PC Allocation \$1,200- Total \$92,895.00**

The Committee reviewed the estimates for the FY2025 Victim Rights Unit grant totaling \$92,895.00.

**It was moved by Commissioner Martin, supported by Commissioner Lieurance, to authorize and approve acceptance of the FY25 Allocation for the Prosecutor’s Victim Rights Unit Grant totaling \$92,895.00 (General grant \$89,180, Victim Needs \$2,515 and PC Allocation \$1,200), as presented. On a voice vote, the motion CARRIED.**

**Sheriff’s Office – Rudyard Area Schools – School Resource Officer**

**Law Enforcement Services**

**Equipment**

The Committee reviewed the Contract for Law Enforcement Services between the Rudyard Area Schools and the Chippewa County Sheriff’s Office for the purpose of providing supplemental law enforcement in the form of a full time SRO (School Resource Officer) with terms beginning September 1, 2024 and ending June 30, 2025, with automatic renewal for up to five (5) years, with a 120 day in advance notice to terminate. Rudyard Schools agrees to pay \$75,000.00 per school year. The two entities will also be sharing office equipment costs of \$5,071.81, 50/50 for various hardware, desktop computer, reader, supplies and scanner.

**It was moved by Commissioner Traynor, supported by Commissioner Martin, to authorize the Contract for Law Enforcement Services for Rudyard Area Schools 2024, as presented with five-year renewal possibilities and a \$75,000.00 payment per year and to also split the office equipment cost of \$5,071.81, 50/50, as presented. One a voice vote, the motion CARRIED.**

**Office of Emergency Services – FY2023-24 Hazardous Materials Emergency Preparedness (HMEP)**

The Committee reviewed the request to approve and authorize the documents and materials for the FY2023-2024 HMEP Hazardous Materials Emergency Preparedness Grant which includes the grant agreement, subrecipient risk assessment certification, certifications regarding lobbying, standard assurances, audit certification (EMD-053) and request for taxpayer ID.

**It was moved by Commissioner Knepper, supported by Commissioner Traynor, to approve and except the FY2023-2024 Hazardous Materials Emergency Preparedness Grant (HMEP) and to authorize the necessary documents. On a voice vote, the motion CARRIED.**

**Office of Emergency Services – Emergency Medical Dispatch Software – PRO QA - \$69,432.00 waive County purchasing policy**

The Committee reviewed a request from Director Postma, requesting to purchase a new resource for dispatchers, as a compliance audit earlier this year with the State 911 Committee, recommended that the County

implement an EMD (Emergency Medical Dispatch- Software) in the dispatch center. The request to purchase the ProQA software with training and interface uplift and annual fee totals \$69,432.00 and is supported by both the 911 Board of Directors and the Medical Control Authority. This project was not budgeted for FY2024 and will also require a budget amendment.

**It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize ProQA Software and training costs at \$63,172.00 and Central Square for interface uplift and annual fee at \$5,720.00 for a total project cost of \$69,432.00; and to waive the County Purchasing Policy and approve a budget amendment for the same total cost of \$69,432.00. On a voice vote, the motion CARRIED.**

**Office of Emergency Services – Release RFP for backup Generator**

The Committee reviewed the RFQ for a backup commercial grade generator, to provide a standby power system to supply electrical power in event of failure.

**It was moved by Commissioner Martin, supported by Commissioner Lieurance, to approve the to release the RFP for back-up generator, as presented. On a voice vote, the motion CARRIED.**

**Building and Grounds – Albert Heating and Cooling**

**Public Defender Mini Split Replacement HVAC \$8,454.00 (\$2,100.00 Cloverland Rebate)**

**Attorney Client Office Mini Split Replacement HVAC \$8,454.00 (\$2,100.00 Cloverland Rebate)**

**Sheriff’s Office Mini Split Replacement HVAC \$8,878.00 (\$2,100.00 Cloverland Rebate)**

The Committee reviewed the proposal from Albert Heating and Cooling, Inc. to replace three different units on the County Building: 1) Public Defender’s Office \$8,454.00; 2) Attorney Client Office \$8,454.00 and 3) Sheriff’s Office \$8,878.00 and all qualify for a \$2,100.00 each Cloverland rebate.

**It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve the three mini split replacements for the Public Defender’s Office \$8,454.00; Attorney Client Office \$8,454.00 and the Sheriff’s Office \$8,878.00, as presented and to seek the \$2,100.00 Cloverland rebates. On a voice vote, the motion CARRIED.**

**Finance - Claims and Accounts – May – County and Health Department**

**It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to recommend the approval of May County bills and payroll: general claims \$410,884.35, other fund claims \$1,183,223.28, payroll \$794,095.18, and Health Department claims \$211,743.72 and payroll \$313,277.64 total claims \$2,913,224.17. On a voice vote, the motion CARRIED.**

**Committee Comments**

Commissioner Traynor spoke about the Prison Liaison meeting and the need for employees; Commissioner Martin spoke about the America 250 marker dedication by the Daughters of the American Revolution that took place on the Courthouse grounds on June 8th.

**Chairman Comments**

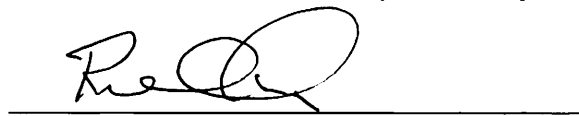
No additional comments were offered.

**Adjourn**

**It was moved by Commissioner Lieurance, supported by Commissioner Traynor to adjourn.**

The meeting adjourned at 4:59 p.m.

  
Kelly J. Church, Recorder

  
Robert Savoie, Chairman.