

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

November 12, 2024

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, November 12, 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: Jim Martin, Bob Savoie, Jim Traynor, Damon Lieurance, and Justin Knepper

MEMBERS ABSENT: None

OTHERS PRESENT: Karen Senkus, Cady Bauers, and Kelly Church

PRESENT VIA ZOOM: Brian Bartlett

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 County Treasurer's Investment reports, the VISA billing, travel requests, and DTRF and MERS RHFV quarterly reports. No action required.

Health Department

Health Department – CCHD change to County FEIN and BS&A software

The Committee was asked to approve a request that will have the Health Department change the CCHD federal ID number to the County's and to add the Health Department to general ledger, accounts payable and payroll into the County's current software. This is good timing as there would be opportunities to join the current staff and better serve the County employee and constituents. Additional updates and changes will be brought back to the Board; with a tentative change over date of April 1, 2025.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve the Chippewa County Health Department changing over to the County's federal ID number; and adding the Department to the current BS&A software for the general ledger, payroll, human resources and accounts payable, as requested. On a voice vote, the motion CARRIED.

Health Department – Approve Media Contract for Billboard Advertising \$11,200.00

The Committee reviewed the request for tobacco free living advertising with Lamar, running from December 2024 to September 2025 at the cost of \$11,200.00.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize the Chippewa County Health Department advertising for tobacco free living with Lamar at a cost of \$11,200.00. On a voice vote, the motion CARRIED

Health Department – Authorize Sale of Vaccine fridge/freezer \$1.00

The Committee was asked to approve that sale of the old vaccine/freezer; the assets was advertised twice with only one bid received. The bid was for \$1.00.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize the sale of vaccine fridge/freezer for \$1.00. On a voice vote, the motion CARRIED.

Health Department – MERS Addendum to close CCHD – HD Hybrid as of 6/30/2024

The Committee reviewed the MERS document to close the CCHD – HD Hybrid plan as of 6/30/2024.

It was moved by Commissioner Martin, supported by Commissioner Lieurance, to approve and authorize the MERS Addendum for Plan Closures to close the CCHD – Hybrid HD Division as of 6/30/2024, as presented. On a voice vote, the motion CARRIED.

Health Department

Health Department – SHACC RFQ Office Renovations Bid Summary

The Committee reviewed the bid summary for the two projects for office renovations at the Sault Health Adolescent Care Center (SHACC) Project A: painting and Project B: flooring replacement; this project will be paid from the infrastructure grant previously received by the Health Department. One bid was received for each job \$12,010.00 for the painting and \$35,110.00 for flooring from National Painting Contractors/JAMA Development LLC.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve the office renovations at the Sault Health Adolescent Care Center (SHACC), by National Painting Contractors/JAMA Development LLC, painting \$12,010.00 and flooring \$35,110.00 as presented. On a voice vote, the motion CARRIED.

Office of Emergency Services – Approve EMT-B/Emergency Medical Technician Course \$9,580.00

The Committee reviewed a request to reimbursement to Kinross EMS Education for a EMT-B Course that trained ten Chippewa County residents between March and July 2024, these funds would be from Office of Emergency Services.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize payment to Kinross EMS Education in the amount of \$9,580.00 for the 2024 County EMT-Basic Emergency Medical Technician Course. On a voice vote, the motion CARRIED.

Sheriff's Office – Sheriff's Storage/training Building Change Order \$14,422.00

The Committee reviewed a request from U.P. Engineers & Architects with both a credit from the asphalt and to add signage to the building at a change cost of \$14,422.00.

It was moved by Commissioner Traynor, supported by Commissioner Knepper, to authorize and approve the final change order for the Sheriff's Storage/training building in the amount of \$14,422.00. On a voice vote, the motion CARRIED.

Surveyor – Grant No. BCC 25-17 - \$118,816.00 Grant County contributions \$15,000.00

The committee reviewed Grant No. BCC 25-17 between the State of Michigan, Department of Licensing and Regulatory Affairs and Chippewa County; and the 2025 Grant Application to be submitted to the Office of Land Surveying and Remonumentation. The grant is from 1-1-2025 to 12-31-2025, in the amount of \$103,816.00 with Chippewa County contributing \$15,000 for a total FY2025 project amount of \$118,816.00. 60 corners will be completed in FY2025.

It was moved by Commissioner Traynor, supported by Commissioner Knepper, to approve and authorize signatures for Grant No. BCC 25-17 between the State of Michigan, Department of Licensing and Regulatory Affairs and Chippewa County; and the 2025 Grant Application to be submitted to the Office of Land Surveying and Remonumentation in the grant amount of \$118,816.00. On a voice vote the motion CARRIED.

Administration – GASB 75 Report Update – Jefferson Solutions \$5,250.00

The Committee reviewed the request to update the County's GASB 75 report for the year ending December 31, 2024, by Jefferson Solutions, Inc. at the cost of \$5,250.00, this is the report for the retiree healthcare needs.

It was moved by Commissioner Lieurance, supported by Commissioner Knepper, to approve and authorize Jefferson Solutions, Inc. to complete the County's GASB 75 reporting for the period ending December 31, 2024, at the cost of \$5,250.00. On a voice vote, the motion CARRIED.

Finance - Claims and Accounts – October – County and Health Department

It was moved by Commissioner Traynor, supported by Commissioner Knepper, to recommend the approval of October County bills and payroll: general claims \$393,308.69, other fund claims \$4,632,618.08, payroll \$824,601.21, and Health Department claims \$280,371.89 and payroll \$139,896.48 total claims \$5,850,527.98. On a voice vote, the motion CARRIED.

Finance – Financial Hardship Policy Update

The Committee reviewed the Financial Hardship Policy Extension of Foreclosure, Policy Number 412, dated November 14, 2024. This policy's objective is to assist delinquent taxpayers to fulfill their real property tax obligations.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to authorize and approve the update Financial Hardship Policy as updated and presented. On a voice vote, the motion CARRIED.

Finance – FY2025 Budget General and Special Funds

Contracts within budget

1. **Health Care Renewal Acrisure (formally 44North)**
 - a. **Line of Business – change to Medicare Advantage for Post-65 and Prescription modification**
 - b. **RxReins – Stop Loss Renewal - \$21,573.60**
2. **MSUE 4-H Agent - \$55,262.00**
3. **Probate-Family Court Legal Contracts (3) - \$135,762.00 (\$45,254 each)**
4. **Medical Examiner Services**
 - a. **Paul Rechner, M.D. - \$39,000.00**
 - b. **Patricia Newhouse, M. D. - \$125.00 per decedent**
5. **Premier Michigan Assessing, LLC - \$81,000.00 annually – January 1, 2025 through April 30, 2028**
6. **Colligo GIS for Central Dispatch - \$3,000.00**
7. **CHC- Inmate Health Care \$515,983.00- Option 1 plus EMR**

Annual Software Support \$285,000.00

Information Systems requests \$271,295.00 General Fund, \$119,741.00 Special Funds

Equipment Requests

1. **General Fund \$228,875.89**
2. **Special Funds \$130,862.60**

FY24 Non-Union Pay scale

1. **Added Sheriff's Captain**
2. **District Court – Grade 9 to Grade 10 request**

Fee Changes

1. **Medical Examiner – Cremation permits \$25.00**

The Committee was given an overview of the proposed FY2025 Budget, the general fund budget was presented showing an overall net revenue of \$33,882.35. The Committee was updated on changes and requests of the Departments and Agencies that variances from the prior year, including an allocation increase for the Soil Conservation District to help keep up with the Soil and Sedimentation permits requests for the County. The renewal of health care benefits and

RxReins Stop-Loss renewal with Acrisure showing an overall increase of 6.08%, after changes to the post-65 retiree coverages. Changing the retirees to Medicare Advantage which will provide them with additional benefits than they currently have; at a decrease in cost to the County; a change in prescription coverage to match the current benefits of the active employees to all retirees. Contracts from within the budget were also disclosed on the agenda including the MSUE 4-H Agent, the (3) Legal services contracts from Probate-Family Court; Medical Examiners Services, Premier Michigan Assessing, LLC., Colligo – GIS and the CHC – Inmate Health Care contract. Personnel changes for FY2025 were included on the Non-Union pay scale for approval; the software, hardware and equipment requests, including three vehicles; one which will be bid out and two that will be purchased at the State of Michigan rate, if available. A new fee was also presented for cremation permits. The County will continue to look for new revenues and continue looking to reduce expenditures to maintain the necessary staffing and to provide the necessary services to the County. The FY2025 Budget Resolution will be presented to the full Board for final approval.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve the FY2025 Budgets for the General Fund and Special Funds, as presented, acknowledging the contracts (as referenced above), annual software support, hardware and software requests, equipment requests, Non-Union Pay Scale and a fee for cremation permits as presented. On a voice vote, the motion CARRIED.

Committee Comments

Commissioner Lieurance congratulated everyone on the recent elections; and Commissioner Knepper asked about the bidding posting procedures for the County's RFP's.

Chairman Comments

No additional comments were offered.


Adjourn

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

The meeting adjourned at 4:45 p.m.



Kelly J. Church, Recorder



Robert Savoie, Chairman.