

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE

MEETING MINUTES

October 15, 2024

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, October 15, 2024 at the Chippewa Courthouse in Sault Ste. Marie, Michigan. Chairman Savoie called the meeting to order at 5:30 p.m. with a quorum present. The meeting was available via Zoom.

MEMBERS PRESENT: Jim Martin, Bob Savoie, Jim Traynor, and Damon Lieurance

MEMBERS ABSENT: Justin Knepper

OTHERS PRESENT: Cady Bauers, and Kelly Church

PRESENT VIA ZOOM: Anthony Zakic and 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 County Treasurer's Investment reports, the VISA billing, and travel requests. No action required.

Health Department

Health Department – Release RF for SHACC Office Renovations

The Committee reviewed the proposed request for quotations for office renovations at the Sault Health Adolescent Care Center (SHACC) including painting and flooring replacement; this project will be paid from the infrastructure grant previously received by the Health Department.

It was moved by Commissioner Martin, supported by Commissioner Lieurance, to approve the release of the Request for Quotations for the Office Renovations at the Sault Health Adolescent Care Center (SHACC), as presented. On a voice vote, the motion CARRIED.

Health Department – Approve (7) Desktop Computers Purchase \$5,765.55

The Committee reviewed the request to purchase seven (7) desktop computers at the price of \$823.65 each; the low price from Dell Technologies totally \$5,765.55.

It was moved by Commissioner Martin, supported by Commissioner Lieurance, to approve and authorize the Chippewa County Health Department to purchase seven (7) desktop computers from Dell Technologies at the price of \$823.65 each, totaling \$5,765.55, as presented. On a voice vote, the motion CARRIED

Health Department – NorthCare Network – Block Grant \$103,536.00

The Committee reviewed the Substance Use Prevention Services Fiscal year 2025 grant agreement not to exceed \$103,536.00 between NorthCare Network and the Chippewa County Health Department; with \$44,913.00 for prevention and \$58,623.00 for MIPAC/PFS.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize acceptance of the Substance Use Prevention Services Fiscal year 2025 Agreement between NorthCare Network and the Chippewa County Health Department, for an amount not to exceed \$103,536.00, as presented. On a voice vote, the motion CARRIED.

District Court – Mental Health SOM Contract and Coordinator LLC Contract
SOM – Adult Mental Health Court Award \$103,644.00

The Committee reviewed a letter from the Michigan Supreme Court awarding Chippewa County's 91st District Court's Adult Mental Health Court \$103,644.00, covering October 1, 2024 through September 30, 2025 and is contingent upon SCAO being awarded and receiving federal grant awards in the full amount request.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize acceptance of the Adult Mental Health Court Grant Program funds totaling \$103,644.00 for the 91st District Specialty Court program. On a voice vote, the motion CARRIED.

District Court – Mental Health SOM Contract and Coordinator LLC Contract
Court Administered Recovery Expert, LLC \$93,600.00

The Committee reviewed an agreement between Chippewa County Mental Health Court and Court Administered Recovery Expert, LLC, covering October 1, 2024 through September 30, 2025, to compensate the contractor at an hourly rate of \$45 per hour to ensure project-wide coordination and completion of goals, objectives, and commitments in the SCAO grant and any adjunct cooperative agreements for the Mental Health Court; billable time will not exceed, on average, 40 hours per week. County Administrator Church asked that the Agreement signatories be changed from County Administrator to Judge Blubaugh, due to oversight of the Specialty Court and review of the contract not being vetted by County counsel.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize the Agreement between Chippewa County Mental Health Court and Court Administered Recovery Expert, LLC; with a change in signatories as requested. On a voice vote, the motion CARRIED.

Circuit Court-Drug Court SOM Contract
SOM- Hybrid DWI/Drug Court Award \$66,000.00

The Committee reviewed a letter from the Michigan Supreme Court awarding Chippewa County 50th Circuit Court – Hybrid DWI/Drug Court \$66,000.00, covering October 1, 2024 through September 30, 2025 and is contingent upon SCAO being awarded and receiving federal grant awards in the full amount request.

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve and authorize acceptance of the Hybrid DWI/Drug Court Grant Program funds totaling \$66,000.00 for the 50th Circuit Court Specialty Court program. On a voice vote, the motion CARRIED.

NorthCare Network Agreements

Chippewa County Health Department - \$24,120.00

Public Defender - \$5,000.00

Circuit Court – DWI/Drug Court - \$34,000.00

The Committee reviewed Agreements between NorthCare Network for the Health Department, Public Defender, and Circuit Court's DWI/Drug Court, providing \$24,120.00 for the Health Department's harm reduction services; \$5,000.00 for payment for client assessments for clients without benefits or proper insurance to determine eligibility for treatment court and \$34,000.00 for case management, scam and sober links and drug testing.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve and accept the Agreements with NorthCare Networks with the Health Department - \$24,120.00, Public Defender - \$5,000.00, and Circuit Court - \$34,000.00, as presented. On a voice vote, the motion CARRIED.

Office of Emergency Services

FY2024 Emergency Management Performance Grant \$7,740.00

The Committee reviewed the FY2024 Emergency Management Performance Grant Agreement and necessary documents for approval. This grant reimburses \$7,740.00 of the Director's salary 11.41% of the Director's salary. (Prior year grant \$20,446.00 and 31.001% of the Director's salary)

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve and authorize the FY2024 Emergency Management Performance Grant for \$7,740.00, along with the necessary documents including the Grant Agreement, Subrecipient Risk Assessment Certification, Standard Assurances, Certifications regarding Lobbying; Debarment, Suspensions and Other Responsibility Matters; and Drug-Free Workplace requirements and an Audit Certification including the County's W-9. On a voice vote, the motion CARRIED.

Office of Emergency Services

Dispatch Services Agreement – Mackinac County \$165,000.00 annually

The Committee reviewed the 5-year Intergovernmental Emergency Dispatch Services Agreement Renewal between Chippewa County and Mackinac County; the Mackinac County Board of Commissioners have already unanimously approved the 5-year renewal which covers primary 911 PSAP Services, and includes Mackinac County in the 911 Plan.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to authorize and accept the Intergovernmental Emergency Dispatch Services Agreement between Chippewa County and Mackinac County for primary PSAP Services and inclusion in the 911 Plan, at the cost of \$165,000.00 annually with additional requirements as noted and presented. On a voice vote, the motion CARRIED.

Office of Emergency Services

800 Mhz Radio Activation for CIU/CCEDC \$1,000.00 to be reimbursed

G5 Pager Project – Township Fire Department Purchase Reimbursement

Director Postma asked the Committee to authorize activation fee costs be charged to the County by Michigan Public Safety Communications System for four (4) 800 MHz radios (purchased by CIU/CCEDC) that were purchased by Chippewa Internation Airport/CCEDC, and fully reimbursed by CIU/CCEDC for the activation fees of \$1,000.00. Director Postma also sought the same arrangement for the G5 Pager Project for the Township Fire Departments; allowing County purchases to be fully reimbursed by the various Townships; including ordering additional pagers for the townships and invoicing the requesting agency for the reimbursement.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance; to approve and authorize purchases by Chippewa County to be reimbursed by the agencies, 1) CIU/CCEDC for radio activation \$1,000.00 and 2) for pager purchase by the Township Fire Departments. On a voice vote, the motion CARRIED.

Sheriff's Office

MCOLES Sponsorship – 100% Grant Reimbursement

The Committee reviewed a letter of request from Sheriff Bitnar; asking for approval to seek a grant that pays for the sponsorship including the academy fees and wages; originally the request was to sponsor one cadet for the upcoming LSSU police academy; but due to recent changes, the Sheriff would like the Committee to authorize two cadet positions.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to authorize and approve Sheriff Bitnar's request to seek 100% grant reimbursement for two (2) cadets for the upcoming LSSU police academy. On a voice vote, the motion CARRIED.

Sheriff's Office

Johnson Controls Fire Protection replace damaged NVR; MMRMA claim submitted - \$25,561.31

The Committee reviewed a quote from Johnson Controls to provide a replacement EXACQ NVR for the camera system, including license transfer and travel for JCI to assist in set-up and configuration. The NVR was damaged on September 23rd due to a water leak. A claim to MMRMA has been submitted; and due to the emergency circumstances, a check for 50% down on the project was signed by Administrator Church, to get the replacement NVR initiated. The NVR is currently expected to be available the first week in November.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize the Johnson Controls quotation of \$25,561.31, and the 50% down payment authorized by Administration to get the replacement NVR project started to replace the damaged NVR. On a voice vote, the motion CARRIED.

Sheriff's Office

Johnson Controls Renewal of Planned Services Agreement - \$12,196.03 annually

The Committee reviewed the Johnson Controls renewal of Planned Services Agreement which covers, access control, fire alarms, sprinkler systems, CCTV and sound and communications at the cost of \$12,196.03 annually for the Chippewa County Correctional Facility.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize the renewal of Planned Services between Chippewa County and Johnson Controls for the Chippewa County Correctional Facility, as presented at the cost of \$12,196.03 annually. On a voice vote, the motion CARRIED.

Circuit Court

JAVS – Add three Jury Microphones - \$2,894.54

The Committee reviewed the request for three (3) additional jury microphones with JAVS (Justice AV Solutions); at a price of \$2,894.54 including labor. This request is in conjunction with getting the Circuit Court Courtroom carpeting replaced prior to the end of the year.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize the purchase of three (3) jury microphones from JAVS, at a cost not to exceed \$2,894.54, as presented. On a voice vote, the motion CARRIED.

Prosecuting Attorney

Temporary Intern filling Full-time position - \$20.00 per hour

The Committee reviewed a request from Prosecutor Stratton, to hire a temporary intern (law graduate), starting October 16th through November 15th, 2024 and returning part-time March 3, 2025 until bar results are returned. The temporary position would be \$20.00 per hour for 39.5 hours a week, without benefits. These hours should not trigger any health insurance offerings based on the current schedule. It is the intention of Prosecutor Stratton to offer full-time employment once the results of the bar are available and the intern is licensed to practice law in Michigan.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve the temporary intern position, as presented, not filling the full-time position until after the bar results and licensure to practice in the State of Michigan are valid. The intern position will be 39.5 hours per week at the rate of \$20.00 per hour. On a voice vote, the motion CARRIED.

Building and Grounds

Seal all cracks and repair stone work Courthouse steps \$8,500.00

The Committee reviewed an estimate from K&C Masonry to seal all cracks and repair the stone work on the north and south ends of the Courthouse steps at a price of \$8,500.00. Additional companies were contacted without response to meeting dates and times.

It was moved by Commissioner Martin, supported by Commissioner Lieurance, to approve and authorize K&C Masonry to repair the Courthouse (north and south) steps at a cost of \$8,500.00. On a voice vote, the motion CARRIED.

Building & Grounds – No action needed – update only

32-space Parking Lot border

Circuit Court Carpet

The Committee was given a brief update on the Bingham Avenue parking lot, the dead trees have been removed and the adjacent neighbor to the parking lot would prefer a live edge not fencing. The stumps still need to be removed and bushes will be priced out in the spring. The plans are still to complete the carpeting of the circuit courtroom prior to December 31.

Administration – Policy 314 OPEB Health Care Retirement Annual Funding to OPEB or MERS

Unfunded Liability – MERS UAL \$739,165.60

The Committee reviewed the annual contribution breakdown, this year's 90% of the DTRF being \$739,165.60; based on the changes to Policy 314, this year the monies will be sent to MERS for the County's unfunded liabilities which currently total \$19,308,723 as of 12/31/2023.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve and authorize the payment from the County's DTRF, per policy – this year's amount being \$739,165.60 to MERS for the County's divisions with unfunded liability, as presented. On a voice vote, the motion CARRIED.

Administration – Snowplowing and Removal Bid Summaries

- Central Dispatch \$8,000.00
- County Building Parking Lot (8 spaces) \$3,900.00
- Animal Shelter & Sheriff's Storage \$10,500.00
- Courthouse Parking (32 spaces) \$4,100.00
- SSM DDA Sidewalk Snow Removal \$2,034.05

The committee reviewed the snowplowing and removal bid summaries.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve the snowplowing and removal bids as follow:

- Central Dispatch \$8,000.00 – Frontier Contracting LLC
- County Building Parking Lot (8 spaces) \$3,900.00 – Best Maintenance
- Animal Control Shelter & Sheriff's Storage \$10,500.00 – Norris Contracting, Inc
- Courthouse Parking (32 spaces) \$4,100.00 – Best Maintenance
- SSM DDA Sidewalks (bid out by City of SSM) - \$2,034.05

On a voice vote, the motion CARRIED.

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

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to recommend the approval of September County bills and payroll: general claims \$376,275.89, other fund claims \$2,346,935.56, payroll \$599,166.46, and Health Department claims \$270,468.45 and payroll \$71,342.66 total claims \$3,322,377.91. On a voice vote, the motion CARRIED.

Committee Comments

The Committee spoke about a couple of the building and grounds projects briefly.

Chairman Comments

No additional comments were offered.


Adjourn

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

The meeting adjourned at 5:50 p.m.



Kelly J. Church, Recorder



Robert Savoie, Chairman.