

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

December 17, 2024

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Tuesday, December 17, 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, and Damon Lieurance

MEMBERS ABSENT: Justin Knepper

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

PRESENT VIA ZOOM: Anthony Zakic

Approval of the Agenda

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve the agenda as presented. On a voice vote, the motion CARRIED.

Public Comment

Cady Bauers offered holiday greetings.

Correspondence and Informational Items

The Committee reviewed the County Treasurer's Investment reports, the VISA billing, travel requests, and the Chippewa County Health Care Trust (final Investment Policy). No action required.

Health Department

Health Department – Professional Liability Insurance - \$9,867.35 Medical Director

The Committee reviewed the professional liability insurance invoice renewal for Medical Director Catherine Wilkerson through U.P. Insurance Agency, Inc. in the amount of \$9,867.35 covering 1/1/2025 to 1/1/2026.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve the Chippewa County Health Department liability insurance renewal for Dr. Catherine Wilkerson in the amount of \$9,867.35, covering 1/1/2025 through 1/1/2026, with payment to U.P. Insurance Agency, Inc. On a voice vote, the motion CARRIED.

Health Department – Purchase Fetch EH via the Public Health Infrastructure Grant \$18,500.00 plus two-year \$7,000.00 per year annual support

The Committee reviewed the request to purchase Fetch EH, a software program for environmental health services, to help staff retrieve data more easily and perform work in the field more efficiently. This will add another layer to the GIS mapping already used by other County agencies.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize the Chippewa County Health Department purchase of Fetch EH software from Amalgam, LLC utilizing the Public Health Infrastructure Grant, with a cost of \$18,500.00, plus annual support of \$7,000.00 each year for the next two years. On a voice vote, the motion CARRIED

Sheriff's Office – Scrap three vehicles

The Committee was asked to re-authorize the disposal of three non-road worthily vehicles, with the vehicles going to the scrap yard, to free up space at the new storage building.

It was moved by Commissioner Martin, supported by Commissioner Lieurance, to approve and authorize disposal of 2011 Chrysler, 2012 Ford and 2012 Chevy vehicles to the scrapyards. On a voice vote, the motion CARRIED.

Sheriff's Office – MCOLES Sponsorship funding change \$3,700.00 from Fund 232

The Committee was updated on the Employed Recruit grant for the 2025 sponsorship, which is going to require a \$3,700.00 match due to increases in the minimum wage; the Sheriff is asking these be paid from Fund 232 to sponsor employed recruit Logan Corey.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve and authorize \$3,700.00 from Fund 232 to pay for the funding difference of the employed recruit sponsorship grant for 2025. On a voice vote, the motion CARRIED.

Office of Emergency Services – Motorola three years actuary FY25 - \$25,985.37

The Committee reviewed the three-year Motorola Solutions service agreement which provides maintenance for the radio systems; that pricing as follows FY2025 - \$25,985.37, FY2026 - \$27,409.31 and FY2027 - \$28,914.20 the services provided include dispatch service, onsite and infrastructure repairs, technical support and network preventative maintenance.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve and authorize the Motorola Solutions Central Dispatch service agreement as presented for fiscal years 2025 - \$25,985.37, 2026 - \$27,409.31 and 2027 - \$28,914.20, as presented. On a voice vote, the motion CARRIED.

Michigan Veterans Affairs Agency (MVAA) – County Veteran Service Fund (CVSF) – Unexpended funds return to SOM \$5,856.84

The Committee reviewed the letter from Michigan Veterans Affairs Agency Grant Manager, indicating the unexpended funds of \$5,856.84, as well as the \$44,143.16 of authorized grant expenditures that went towards helping the Chippewa County Veterans.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to confirm unexpended amount of \$5,856.84 has been returned to the SOM Department of Military and Veterans Affairs, per the grant requirements. On a voice vote, the motion CARRIED.

District Court – Court Administered Recovery Expert, LLC – first amendment to add travel reimbursement to the grant

The Committee received an amended (first) contract from Judge Eric Blubaugh regarding the Mental Health Court, seeking to add travel to the under section 8 expenses.

It was moved by Commissioner Martin, supported by Commissioner Lieurance, to authorize and approve the requested change to the Chippewa County Mental Health Court contract, to be identified as First Amended. On a voice vote, the motion CARRIED.

Information Systems – Out-of-State Travel Request

The committee reviewed a request for Information Systems' Anthony Zakic to attend a three-day cybersecurity incident response course in College Station, Texas; the course and travel will all be covered except for mileage of approximately \$30.15.

It was moved by Commissioner Lieurance, supported by Commissioner Traynor, to approve and authorize the out-of-state travel request from Anthony Zakic, to attend a three-day cybersecurity incident response course in College State, Texas in August of 2025; only cost mileage at an estimated \$30.15, all other travel, hotel to be covered. On a voice vote the motion CARRIED.

Survey and Remonumentation – Completion Report for Grant Year 2024

The Committee reviewed the 2024 Completion Report for Chippewa County Remonumentation, showing a total of 69 corners being remonumented during the 2024 Program.

It was moved by Commissioner Traynor, seconded by Commissioner Martin, to accept and authorize the Completion Report for Grant Year 2024. On a voice vote, the motion CARRIED.

Administration – MMRMA 2025 Renewal (Net Asset Distribution/Renewal/Contribution)

The Committee reviewed the net asset distribution of \$37,385.00, which is recommended to be returned to the County's loss fund and the proposed contribution for renewal of FY2025 for the County's Property and Liability Insurance including the Health Department. The County's outstanding reserves still exceed the minimum requirements of one and half times self-insured retention \$112,500.00 plus any known reserves; due to this underwriting has increased the County member loss fund contribution by \$50,000. Total premium for the year is \$351,609.00; with the CCHD portion being \$84,357.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve the net asset distribution of \$37,385.00 be returned for the County's loss fund and to approve the renewal and contribution breakdown as presented totaling \$351,609.00 to MMRMA for the County's FY2025 Property and Liability Insurance. On a voice vote, the motion CARRIED.

Administration – Acrisure – Short-Long-Life Insurance Change to MetLife 1/1/2025

The Committee reviewed information from Acrisure regarding the renewal for employer sponsored short term disability, long term disability and life insurance, along with employee paid voluntary life insurance rates. Acrisure was able to provide a quote from Metlife that will reduce the County's expense by about \$5,000.00 annually, while matching the voluntary life insurance rates for the employee's coverage.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize Metlife as the new short, long and life insurance carrier as of January 1, 2025. On a voice vote, the motion CARRIED.

Administration – Forensicfluids – Confidentiality Statement and Service Agreement

The Committee reviewed services agreements for both 50th Circuit Drug Court and the Medical Examiner to use Forensicfluids to provide 10 panel and EtG screening for drug court and for a postmortem panel for the Medical Examiner.

It was moved by Commissioner Martin, supported by Commissioner Traynor, to approve and authorize the two service agreements with Forensicfluids for 50th Circuit Drug Court and the County Medical Examiner. On a voice vote, the motion CARRIED.

Administration – Parking Enforcement Contract

Administration sought approval to sign the parking enforcement contract with the City of Sault Ste. Marie to have them provide parking enforcement Monday through Friday, 8:00 a.m. to 5:00 p.m. for the Bingham Avenue parking lot.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve and authorize the parking enforcement agreement between the City of Sault Ste. Marie and Chippewa County, for the Bingham Avenue parking lot. On a voice vote, the motion CARRIED.

Administration – Courthouse Stairwell Landings estimated \$5,100.62

The Committee reviewed an estimate to have the six landings in the Courthouse stairwells to be replaced due to the deterioration. The estimate of \$5,100.62 was received from MCS Flooring LLC for the tear out and install of textured rubber tiles.

It was moved by Commissioner Traynor, supported by Commissioner Lieurance, to approve the estimate from MCS Flooring LLC to tear and install textured rubber tiles in the six Courthouse stairwells at a price not to exceed \$5,100.62. On a voice vote, the motion CARRIED.

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

It was moved by Commissioner Traynor, supported by Commissioner Martin, to recommend the approval of November County bills and payroll: general claims \$1,003,881.25, other fund claims \$2,651,957.26, payroll \$789,020.96, and Health Department claims \$216,395.14 and payroll \$154,928.71 total claims \$4,816,183.32. On a voice vote, the motion CARRIED.

Finance – Budget Amendments for FY2024

The Committee reviewed the year end budget amendments, amendments for the Sheriff’s Building, child care, inmate medical, and correcting a potential compliance issue of having a negative balance in the Animal Shelter Donations Fund, vehicles, plumbing and retiree health care, also, discussed the continued funding of MERS unfunded liability, as by paying these down, it will help reduce monthly expenditures in the future and lower our costs for general operations.

It was moved by Commissioner Lieurance, supported by Commissioner Martin, to approve the year-end budget amendments and to include a MERS payment of \$500,000.00 from the General Fund to cover MERS divisions with unfunded liabilities. On a voice vote, the motion CARRIED.

Finance – MVAA Grant Amendment

The Committee reviewed a motion from the Veterans Affairs Committee, seeking to change the MVAA Grant to include two cell phones with hot spots and a laptop to be utilized for mobile visits and clinics.

It was moved by Commissioner Traynor, supported by Commissioner Martin, to approve the MVAA Grant amendment to include two cell phones and one laptop. On a voice vote, the motion CARRIED.

Committee Comments

Commissioners Martin, Lieurance and Traynor all thanked Commissioner Savoie, offering accolades for the time he has served the Board of Commissioners and that he will be missed.

Chairman Comments

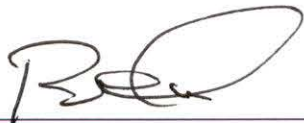
No additional comments were offered.

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.