

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

July 9, 2020

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, July 9, 2020 at the Chippewa County Building in Sault Ste. Marie, Michigan. Vice-Chairman McLean called the meeting to order at 2:00 p.m. with a quorum present. The meeting was also available via Zoom.

MEMBERS PRESENT: Jim Martin, Scott Shackleton (via Zoom), Don McLean, and Conor Egan (via Zoom 2:04)

MEMBERS ABSENT: Robert Savoie

OTHERS PRESENT: Ken Talsma (via Zoom), Taylor Worsham (via Zoom), Mike Bitnar, Paul Stanaway, Robert Laitinen, Jim German and Kelly Church.

Approval of the Agenda

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

Public Comment

None offered

Correspondence and Informational Items

The Committee reviewed the Treasurer's investment reports, the VISA billing, the Health Department's Healthcare First summary, and received information on a County Veterans Service Fund Grant (with no County fiduciary responsibility).

AGENDA ITEMS

PRESENTATION – 2019 COUNTY AUDIT – Anderson, Tackman & Co. - Ken Talsma

Ken Talsma of Anderson, Tackman & Co. presented and reviewed documents included in the 2019 Audit annual audit and reviewed the financial highlights with the Committee, Chippewa County received the highest opinion of unqualified; as the current controls in place are suitable and effective. The County received no findings and there were no material weaknesses. Mr. Talsma provided a variety of graphs regarding assets, liabilities & net position, revenues, expenditures, DTRF, a five-year comparison and breakdown of the federally awarded monies. Overall, the general fund lost approximately \$69,000, which will lower the County's fund balance. There was a brief discussion regarding the current year potential revenue shortages and increased expenses due to the COVID-19 pandemic. Discussion with questions and answers followed.

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to accept and authorized the FY2019 Audit as presented for distribution and reporting purposes. On a voice vote, the motion CARRIED.

Presentation – Chippewa County Road Commission – Robert Laitinen

Chippewa County Road Commission Superintendent Robert Laitinen addressed the Committee, as they had previously sought information regarding the Road Commission's outstanding liability with regards to OPEB and Pension liabilities. Mr. Laitinen provided information from their most recent Audit; and talked about the changes they have implemented and the plans they have to reduce and handle these liabilities. He provided the Road Commissions reports Form 5572 for both OPEB and Pension, OPEB being 9.1% funded and the pension 49.3%, which led to some discussions regarding the MERS short comings with regards to their actuaries not having all the right components for the Road Commission; these issues have been corrected. Mr. Laitinen also gave the Committee a listing of the County road project for this season of approximately 30 miles of paving and 3.6 million dollars of contracts that are being paid from via federal, state, local and township monies.

Central Dispatch – Release RFQ for Four-Wheeler (Stonegarden)

The Committee received and reviewed an RFQ to purchase a Four-Wheeler with Stonegarden funds.

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to release the RFQ's as presented. On a voice vote, the motion CARRIED.

Central Dispatch – FY19-20 Hazardous Materials Emergency Preparedness Grant (HMEP)

The Committee reviewed the request to approve and authorize the documents and materials for the FY2019-2020 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 Shackleton, supported by Commissioner Egan, to approve and except the FY2019-2020 Hazardous Materials Emergency Preparedness Grant (HMEP) and to authorize the necessary documents. On a voice vote, the motion CARRIED.

Sheriff Department – Albert Heating & Cooling – authorize & waive purchasing policy (\$12,845.48)

Emergency Replacement – water pump

The Committee was updated on the emergency repair of the water pump for the Jail; the previous pump was twelve years old; and replacement parts were two to three weeks out because of shipping issues with COVID-19; and the lesser priced replacement pump was not available until September; Albert's Heating & Cooling replaced the pump with a Lochinvar AWN286PM at the cost of \$12,845.48.

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to approve the \$12,845.48 expenditure to replace the water pump with Albert Heating and Colling, and to waive the County purchasing policy due to the emergency necessity. On a voice vote, the motion CARRIED.

Sheriff Department – Mental Health Services Contract Authorization

The Committee was updated on the inmate mental health services issues; with the current vendor exiting August 12; the Sheriff's Office was able to reach out to a new vendor; at the same cost; who will provide the services through August 31st; on a temporary basis; with a potential long term contract to follow. Lt. Stanaway and Sheriff Bitnar answered questions to the Committee.

It was moved by Commissioner Shackleton supported by Commissioner Egan, to authorize the proposed Agreement for Inmate/Detainee Mental Health Services, with Julie Barber, to provide the various mental health services required by the agreement; and the current billing schedule of Weber & Devers. On a voice vote, the motion CARRIED.

Administration – CDBG-MEDC Program Income Certification & transfer to GF

The Committee reviewed the annual Program Income Certification for the CDBG-MEDC Form 8-H; during the period 7/1/2019 to 6/30/2020 – the County received \$33,170.00 in early payoffs from prior Community Home Improvement Loans. Since the amount is below \$35,000; these funds can be transferred back to the GF, if over \$35,000 the funds would be returned to the MEDC.

It was moved by Commissioner Martin, supported to Commissioner Egan, acknowledged and accepted the Program Income Certification having received \$33,170.00 during the period 7/1/2019 to 6/30/2020; noting the monies would be transferred to the GF. On a voice vote, the motion CARRIED.

Administration – Bid Summaries

- **Dodge Charger Police Package – Sheriff - \$28,197 (2013 Dodge Charger trade-in \$800)**
- **Ford Utility Police Interceptor – Sheriff – \$36,382 (2013 Dodge Charger trade-in \$1,200)**

- 1 Ton Pick-up Quad Cab – Sheriff – Stonegarden - \$35,615 (2008 Ford F150 trade-in \$2,300)
- 12 Passenger Van – Sheriff – Special Fund - \$37,000 (2009 Van trade-in \$100)

Upon reviewing all the bids; the Committee passed the following motion approving the low bids.

It was moved by Commissioner Shackleton, supported by Commissioner Martin, awarded O'Connor's Chrysler Dodge Jeep Ram, Inc. the low bid for the Dodge Charger - \$28,197 and the 1 Ton Pick-up Quad Cab - \$35,615; Soo Motors, Inc. for the Ford Utility Police Interceptor - \$36,382 and Jorgensen Ford Sales Inc. for the 12 Passenger Van - \$37,000; all low bids and all with trade-ins. On a voice vote, the motion CARRIED.

- 2021 Ford E350 Box Truck – Health Department – Safe Exchange Vehicle Grant Fund

It was moved by Commissioner Martin, supported by Commissioner Shackleton, to approve the bid of \$41,079 from Soo Motors, Inc for the purchase of the 2021 Ford E350 Box Truck, taking into account the local vendor preference. On a voice vote, the motion CARRIED.

- County Building Roof Resurfacing
- Health Department Roof Resurfacing

It was moved by Commissioner Martin, supported by Commissioner Shackleton, to approve the low bids from Great Lakes Roofing and Insulation; \$216,000 for the County Building and \$37,700 for the Health Department.

Questions regarding the 50 mil PVC vs. 60 mil PVC, and the insulation option came into question; the Committee asked Administration to follow up before the Regular meeting.

It was moved by Commissioner Shackleton, supported by Commissioner Martin to table roof resurfacing projects for the County Building and the Health Department until the full Board meeting. On a voice vote, the motion CARRIED.

Finance - Claims and Accounts

The Committee reviewed the bills and payroll presented for approval.

It was moved by Commissioner Shackleton, supported by Commissioner Martin, to recommend the approval of June County bills and payroll: general claims \$412,965.21 other fund claims \$785,938.89, payroll \$597,187.45, and Health Department claims \$209,947.62 and payroll \$174,972.27 total claims \$2,181,011.44. On a voice vote, the motion CARRIED.

Committee and Chairman Comments

Commissioner Martin addressed the continued problems with dark stores in Michigan; each Commissioner spoke regarding the needs of the legislators to act and their various opinions on why it hasn't been fixed yet; the cost to collaborate with the City of SSM to fight Meijer/Wal-Mart /Cascade Crossings was also discussed.

Adjourn

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

Chairman McLean declared the meeting adjourned at 3:12 p.m.


 Kelly J. Church, Recorder


 Don McLean, Chairman.