

FINANCE, CLAIMS AND ACCOUNTS COMMITTEE MEETING MINUTES

March 5, 2020

A regular meeting of the Chippewa County Board of Commissioners' Finance, Claims and Accounts Committee was held on Thursday, February 5, 2020 at the Chippewa County Building in Sault Ste. Marie, Michigan. Chairman Martin called the meeting to order at 4:32 p.m. with a quorum present.

MEMBERS PRESENT: Jim Martin, Scott Shackleton, Don McLean, Robert Savoie and Conor Egan

MEMBERS ABSENT: None

OTHERS PRESENT: Karen Senkus, Lana Forrest, Tim Moher, Bridget Moher, Tony McLain, Suzanne Lieurance, JoAnn Saunders, Tracey Holt, Brian Bartlett, Lori Miller, Mark Eitrem, Mike Bitnar, Bridget Smith, Jim German and Kelly Church

Approval of the Agenda

It was moved by Commissioner McLean, supported by Commissioner Shackleton, 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 monthly travel report, the VISA billing and, the Health Department's Healthcare First summary.

CLOSED SESSION (4:35 p.m.)

It was moved by Commissioner Shackleton, supported by Commissioner McLean, I move that we enter into closed session to discuss with the County's attorney trial and/or settlement strategy in the pending lawsuit of *Keller v. Scharrer, et al*, Case No. 19-15802-NO, pursuant to MCL 15.268(e) as a discussion on the open record would be detrimental to our position, and also to discuss material exempt from disclosure under the attorney-client privilege, MCL 15.243(1)(g) and MCL 15.268(h). On a roll call vote, the motion CARRIED. (5-0)

It was moved by Commissioner Shackleton, supported by Commissioner Savoie, I move that we exit closed session wherein we discussed with the County's attorney trial and/or settlement strategy in the pending lawsuit *Keller v. Scharrer, et al*, Case No. 19-15802-NO, pursuant to MCL 15.268(e) as a discussion on the open record would have been detrimental to our position, and also discussed material exempt from disclosure under the attorney-client privilege, MCL 15.243(1)(g) and MCL 15.268(h). On a roll call vote, the motion CARRIED (5-0).

Closed session ended at 5:25 p.m.

It was moved by Commissioner Shackleton, supported by Commissioner Egan, I hereby move to accept the advice of counsel regarding settlement discussions of the case of *Keller v. Scharrer, et al*, Case No. 19-15802-NO, within the certain parameters discussed during the closed session as part of the County's trial and/or settlement strategy. On a voice vote, the motion CARRIED.

AGENDA ITEMS

Health Department

Patagonia Health, Integrated Electronic Health Record (EHR) Software, purchase \$76,540.00, waive purchasing policy

The committee reviewed the electronic health record (EHR) request for public health, which has been researched extensively by administration and the end users. The 5-year cost of the contract is \$195,780.91, the migration to Patagonia, will actually be a cost savings; as the Health Department received \$50,000 from the SOM for implementation of the new software; and along with the reduced maintenance cost will actually lower the operational budget in the future.

It was moved by Commissioner Egan, supported by Commissioner Savoie, to approve and authorize the purchase, and waiving of Policy 242, for the Patagonia Health, Integrated Electronic Health Record (EHR) Software, for public health, at the price of \$76,540.00 (and 5-year price of \$195,780.91). On a voice vote, the motion CARRIED.

Health Department – Workers’ Compensation Renewal \$17,967

The Committee reviewed the renewal of the Health Department’s Workers’ Compensation renewal through the Accident Fund, the renewal is \$17,967, an increase of \$195 annually.

It was moved by Commissioner Savoie, supported by Commissioner McLean, to approve and authorize the Workers’ Compensation renewal with the Accident Fund for the Health Department at a cost of \$17,967. On a voice vote, the motion CARRIED.

Health Department – Financial Policy, Hospice Charity Care

The Committee reviewed a new policy that will assure Hospice service availability to all residents in the Chippewa County service area; CCHD will assume the financial responsibility for all patient costs affiliated with hospice care if a patient does not have the ability to pay.

It was moved by Commissioner McLean, supported by Commissioner Egan, to approve Policy 2.02.004 Fees and Rates, Hospice Charity Care, as presented. On a voice vote, the motion CARRIED.

Health Department – UP Environmental Health Code Chippewa County – review and approve for Public Comment period.

The Committee previously received the 54-page document to update the Superior Environment Health Code, with funding provided by the SOM-MDHHS for cross-jurisdictional efforts in public health. The proposed code will cover well and septic systems, for single and two-family residences, and clarifies commercial, septic system permitting and covers clarification on laws for public health nuisances, food services, campgrounds, body art, cemeteries, clandestine drug labs and public swimming pools. The Committee was asked to review and authorize a public comment period, the Health Department has asked that period be April 1st through May 15th, to allow for residents to return north from their winter breaks to have adequate time to review the new code. The Code would go into effect January 1, 2021.

It was moved by Commissioner Egan, supported by Commissioner Shackleton, to approve and authorize the public comment period to be April 1st through May 15th, on the proposed updated UP Environmental Health Code Chippewa. On a voice vote, the motion CARRIED.

Surveyor – 2020 Survey and Remonumentation Grant - \$115,898

The 2020 Survey and Remonumentation Grant from the Office of Land Surveying and Remonumentation was approved at the December 19, 2019 Commission meeting; in the amount of \$100,898 with Chippewa County contributing \$15,000 for total FY2020 project amount of \$115,898. Before the Committee are the contracts for the 2020 Remonumentation Program which include:

- \$24,498 for William L. Karr, PS, Chippewa County Surveyor to oversee administration,
- \$48,000 for Rogers Land Surveying to complete 30 corners,
- \$33,600 for Alpine Engineering to complete 21 corners,
- \$5,000 for William L. Karr, Chippewa County Surveyor to perform monument maintenance, and
- \$4,800 divided among five Peer Review Professional Surveyor: Jeff Davis, P.S., Great Lakes Surveying; Neil Hill, P.S., Mackinac Country Land Surveying; Erik Lewicki, P.S., Foresight Land Surveying; Ginger L. Michalski-Wallace, P.S., Alpine Engineering; Larry Rogers, P.S., Rogers Land Surveying and Lawrence Weinreis, P.S., M.D.O.T.; all the documents need to be approved and authorized for signature by the Committee.

It was moved by Commissioner McLean, supported by Commissioner Savoie, to approve the Program Representative contract in the amount of \$24,498 for William L. Karr, PS, Chippewa County Surveyor; to approve two Monumentation contracts one for \$48,000 for 30 corners to Rogers Land Surveying, and \$33,600 for 21 corners to Alpine Engineering; approve one Maintenance Monumentation contract in the amount of \$5,000 for William L. Karr, P.S., Chippewa County Surveyor and to approve five Professional Service Agreements for the Peer Review Surveyors, total not to exceed \$4,800 for the following Surveyors: Jeff Davis, P.S., Great Lakes Surveying; Neil Hill, P.S., Mackinac Country Land Surveying; Ginger L. Michalski-Wallace, P.S., Alpine Engineering; Larry Rogers, P.S., Rogers Land Surveying and Lawrence Weinreis, P.S., M.D.O.T. On a voice vote, the motion CARRIED.

Sheriff- Taser Purchase, budgeted, \$26,624.00, waive purchasing policy

The Committee reviewed a quote from Axon Enterprise, Inc., regarding the purchase of fourteen (14) T-60 Tasers, with a 4-year warranty, battery packs, cartridges and holsters at the cost of \$26,624.00

It was moved by Commissioner Egan, supported by Commissioner Savoie, to approve the purchase of fourteen (14) T-60 tasers with warranty and supplies, and to waive the County's purchasing policy, in the amount of \$26,624.00 to Axon Enterprise, Inc. On a voice vote, the motion CARRIED.

Administration – Approve Release of RFQ's

- **Dodge Charger, police package**
- **Ford utility police interceptor SUV**
- **2020, 12 Passenger Van**
- **2020, 1 Ton Quad Cab Truck (Stonegarden)**

The Committee reviewed RFQ's to be released.

It was moved by Commissioner Savoie, supported by Commissioner McLean, to release the RFQ's as presented and referenced above. On a voice vote, the motion CARRIED.

Administration – Financial Management Policy 316 Petty Cash Fund, new policy

The Committee reviewed a new County policy regarding the handling of petty cash and new form to be used when turning in receipts to replenish petty cash.

It was moved by Commissioner Savoie, supported by Commissioner Egan, to approve Policy 316 Petty Cash Fund as presented. On a voice vote, the motion CARRIED.

Administration – Small Cities – Non-Diminishing Loan – back taxes request

The Committee received a request to waive a partial amount of a Non-Diminishing mortgage records in May of 2004, through the Community Home Improvement's program with Community Action Agency in the amount of \$20,887.65. This property is scheduled to be foreclosed on March 31, 2020, for lack of payment in taxes, taxes are due in the amount of \$2,184.72. The property also has a mortgage regarding taxes in the amount of \$1,749.29 with the Michigan's Hardest Hit program. A settlement offer has been made in the amount \$8,000 to clear the Community Home Improvement Non-Diminishing mortgage, including the recording; and the new owner to pay the taxes, the Michigan's Hardest Hit mortgage and the recording fees for the quit claim deed. If this property goes back on taxes the County will not recoup any funds on the mortgage. Discussion followed.

It was moved by Commissioner McLean, supported by Commissioner Egan, to approve the settlement agreement as prosed, accepting \$8,000 to clear the Non-Diminishing mortgage from May 2004; with the new owners being responsible of the back taxes and the other mortgage associated with the Hulbert Township property number: 007-356-006-00. On a voice vote, the motion CARRIED.

Administration – I-Pads for Commissioners

A discussion on communication and technology support for the Commissioners and Administrator German took place, with regards to secured and unsecured emailing functions, and capabilities of communication between Commissioners, with the potential need for I-Pads; or being able to use the Information Systems personnel to handle set-up of the Commissioners laptops/phones/printers, if help is needed..

It was moved by Commissioner Savoie, supported by Commissioner Shackleton, the Commissioners and Administration be able to utilize Information Systems personnel to assist with County related technology set-up/inquiries support. On a voice vote, the motion CARRIED.

Accept Nominations (per February Finance motion)

It was moved by Commissioner Shackleton, support by Commissioner Egan, to accept the applications of interest for the following:

Eastern Upper Peninsula Transportation Authority

- G. Dennis Bailey
- Lynda Garlitz
- Patrick Gagliardi
- James German
- Joseph Henne
- Jesse Knoll
- Ted Postula

Department of Veterans Affairs

- Robert Savoie

War Memorial Hospital, Inc.

- Anthony E. Andary
- Conor Egan
- Thomas Fernquist
- Jaimee Gerrie
- Raymond Johnson
- Bradley Ormsbee
- Charles Palmer
- Ted Postula

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 Savoie, supported by Commissioner McLean, to recommend the approval of February County bills and payroll: general claims \$193,232.95 other fund claims \$953,331.66, payroll \$767,817.26, and the approval of January and February bills and payroll Health Department claims \$493,959.12 and payroll \$407,866.86 total claims \$2,816,207.85. On a voice vote, the motion CARRIED.

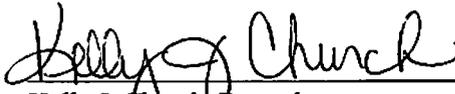
Committee and Chairman Comments

Commissioner McLean wanted to make sure that all applicants have the opportunity to submit Applications of Interest, for the position most recently vacated. Discussion continued with the EUPTA members being geographically equal. Commissioner Martin reminded everyone that EUPTA is more than the ferries. Discussion on the County's liability and due diligence of appointments needing to take the Oath of Office was brought up; Commissioner Shackleton stating the County doesn't have an issue with Ms. McLeod appointment, but the County needs to abide by the Michigan Constitution and definition of "public officers". (Public Act 566)

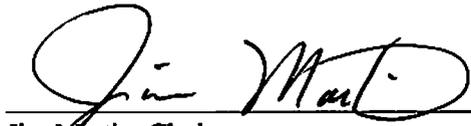
Adjourn

It was moved by Commissioner Savoie, supported by Commissioner McLean to adjourn.

Chairman Martin declared the meeting adjourned at 6:02 p.m.



Kelly J. Church, Recorder



Jim Martin, Chairman.