

Minutes of a regular meeting of the Chippewa County Board of Commissioners, held at the Chippewa County Courthouse, 319 Court St., Sault Ste. Marie, Michigan, on the 19th day of November, 2019, at 4:30 pm.

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

ABSENT: None

The following preamble and resolution were offered by Commissioner Savoie and supported by Commissioner McLean.

**RESOLUTION NO. 19-33**

**FISCAL YEAR 2020 BUDGET RESOLUTION  
AND GENERAL APPROPRIATIONS ACT**

**WHEREAS, the Chippewa County Board of Commissioners (“Board”) has examined the fiscal requests for 2020 of the various departments, agencies, courts, offices, and activities (“Activity Centers”) that it must legally finance or assist in financing; and**

**WHEREAS, the Board has taken into consideration the fact that there are required functions of county government or operations which must be budgeted at a serviceable level in order to provide statutory and constitutionally required services and programs; and**

**WHEREAS, the County Administrator, on behalf of the Board, has interviewed officials responsible for providing such mandated services to determined serviceable levels and the funds to sustain such levels; and**

**WHEREAS, the Board has determined the amount of money to be raised by taxation necessary for expenditures and liabilities for the 2020 fiscal year and has ordered that money to be raised by taxation within statutory and constitutional limitations; and**

**WHEREAS, the Uniform Budgeting and Accounting Act (Act 2, P.A. 1968, as amended, being MCL 141.421 through MCL 141.440a) requires that the Board enact a general appropriations act designed to meet county-funded expenditures.**

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1.

That the 2020 Chippewa County Budget for the General Fund which is incorporated by reference herein, is hereby adopted on a basis consistent with the Chippewa County Annual Budget Development Policy, subject to all County policies regarding the expenditure of funds as well as the conditions set forth in this resolution.

2. That the County Treasurer is hereby directed to collect millage for the County’s operations as follows:

a. Allocated Operating Millage	6.1500 mills
b. Voted Operating Millage for Roads	0.9879 mills
c. Voted Operating Millage for Fire and Ambulance	0.4275 mills
d. Voted Operating Millage for Recycling	0.5000 mills
f. Voted Operating Millage for Senior Program	0.4994 mills
g. Voted Operating Millage for Animal Shelter	0.1000 mills

3.

That this budget reflects a reasonable allocation of available resources to the various County departments, boards, and agencies, and allows for all mandated services, programs, and activities, including the courts and the constitutional and statutory offices, to be performed at reasonable, necessary, and serviceable levels or at even more than adequate levels of performance.

4.

That the amounts indicated in the following "Budgetary Detail" are hereby appropriated from the General Fund and other funds of Chippewa County according to the Activity Centers (Departments) contained in that detail which is incorporated herein by reference, and that such appropriations shall be restricted to the functioning of those Activity Centers (Departments) and by the provisions of this Act.

GENERAL FUND

<u>ACTIVITY CENTER</u>	<u>REVENUE</u>	<u>EXPENDITURE</u>
<u>GENERAL FUND REVENUE</u>	<u>13,039,343</u>	<u>---</u>
101 - COMMISSIONERS	---	52,357
131 - 50TH CIRCUIT COURT	---	487,978
132 - 50TH CIRCUIT COURT JUVENILE COURT	---	338,533
136 - DISTRICT COURT	---	579,873
141 - FRIEND OF THE COURT	---	477,366
<u>147 - JURY BOARD</u>	<u>---</u>	<u>6,481</u>
148 - PROBATE COURT	---	403,425
149 - BAILIFF	---	142,048
167 - PUBLIC DEFENDER	---	225,429
172 - COUNTY CONTROLLER	---	385,260
<u>174 - INFORMATION SYSTEMS</u>	<u>---</u>	<u>447,713</u>
191 - ELECTIONS	---	61,696
215 - COUNTY CLERK	---	322,440
225 - EQUALIZATION	---	249,128
229 - PROSECUTING ATTORNEY	---	567,936
<u>230 - SUPPORT COORDINATOR</u>	<u>---</u>	<u>119,703</u>
231 - CRIME VICTIM ADVOCATE	---	116,838
236 - REGISTER OF DEEDS	---	349,691
245 - REMONUMENTATION GRANT	---	130,898
253 - TREASURER	---	329,011
<u>257 - MSU EXTENSION</u>	<u>---</u>	<u>128,554</u>
265 - BUILDING AND GROUNDS	---	544,175
275 - DRAIN COMMISSIONER	---	1,719
280 - SOIL CONSERVATION DISTRICT	---	26,000
284 - COUNTY SURVEYOR	---	41,749
285 - PLAT BOOK	---	0
286 - GIS MAPPING	---	25,000
<u>301 - SHERIFF DEPARTMENT</u>	<u>---</u>	<u>1,358,652</u>
306 - CONCEALED WEAPONS BOARD	---	0
331 - MARINE	---	21,250
342 - SNOWMOBILE PATROL GRANT	---	37,750
343 - O.R.V. ENFORCEMENT GRANT	---	36,702
344 - A.T.V. EDUCATION GRANT	---	0
351 - CORRECTIONAL FACILITY	---	2,755,350
<u>360 - ANIMAL CONTROL</u>	<u>---</u>	<u>268,131</u>
400 - REGIONAL PLANNING COMMISSION	---	23,200
605 - CONTAGIOUS DISEASES	---	0
610 - HEALTH BOARD	---	0
611 - BUILDING AUTHORITY - HEALTH DEPARTMENT	---	0
<u>631 - SUBSTANCE ABUSE</u>	<u>---</u>	<u>77,500</u>
648 - MEDICAL EXAMINER	---	85,000
649 - HEALTH DEPARTMENT CIGARETTE TAX	---	0
681 - VETERAN'S AFFAIRS	---	76,945
861 - RETIREES HOSPITALIZATION	---	540,283
865 - INSURANCE	---	275,000
869 - TERMINATION PAY	---	0
874 - PLAT BOARD	---	0

**SPECIAL REVENUE FUNDS**

FUND	ACTIVITY	BEG. YEAR	PROJECTED
877 - RURAL BUS PROGRAM		30,000	30,000
878 - LEGAL SERVICES		---	15,000
879 - AUDIT		---	25,900
880 - CAPITAL OUTLAY		---	0
881 - TELEPHONE		---	0
882 - RECORD COPIER		---	9,500
883 - POSTAGE METER		---	3,200
885 - COMPUTER		---	48,000
886 - COST ALLOCATION PLAN		---	5,000
887 - OFFICE FURNITURE / EQUIPMENT		---	0
889 - RURAL ADDRESSING		---	0
890 - CONTINGENCIES		---	0
966 - HEALTH DEPARTMENT FUND		---	204,000
969 - ECONOMIC DEVELOPMENT CORPORATION		---	50,000
970 - MENTAL HEALTH - CLINIC		---	171,334
972 - P.L.T. FUNDS - TOWNSHIPS		---	30,000
973 - CHILD CARE - PROBATE		---	277,023
974 - SOCIAL SERVICES FUND		---	0
975 - SOCIAL SERVICES - CHILD CARE		---	0
976 - LAW LIBRARY FUND		---	0
980 - ROAD PATROL		---	113,285
981 - VEHICLES		---	70,000
982 - CONSTRUCTION CODE FUND		---	41,917
983 - COMMUNITY CORRECTIONS		---	0
986 - CORRECTIONS OFFICER TRAINING		---	0
990 - E - 911 - FUND 212 TRANSFER		---	0
992 - HAZARDOUS WASTE FACILITY		---	0
993 - SAULT DRAIN DISTRICT		---	0
997 - HEALTH INSURANCE FUND (GASB)		---	0
998 - CORRECTION OFFICERS TRAINING (264)		---	0
998 - TRIDENT TASK FORCE		---	92,388
998 - DRUG COURT		---	0
998 - Snowmobile Trail Marker TRANSFER		---	0
TOTAL REVENUE AND EXPENDITURES		13,039,343	13,303,312
Net Position Prior Year Delinquent Tax Fund		11,682,982	0
Ending Year Delinquent Tax Fund		0	11,682,982
Beginning Year Fund Balance		5,538,387	0
Ending Year Fund Balance		0	5,274,418
TOTAL BUDGET		30,260,712	-

FUND	REV.	EXP.	ACTIVITY	BEG. YEAR	PROJECTED
145 - 50TH CIRCUIT COURT PROBATION AND PAROLE	20,000	20,000		53,046	
146 - 50TH CIRCUIT COURT DRUG COURT	129,756	129,756		0	
147 - CONSTRUCTION CODE REVOLVING ACCOUNT	132,017	132,017		0	
148 - DRUG COURT - DISTRICT COURT	109,791	109,791		0	
152 - HUD MSC 02-731-HO GRANT	45,000	45,000		29,634	
166 - FAMILY COUNSELING SERVICES	3,500	3,500		255	
207 - TITLE III FUNDING (OES)	27,236	27,236		25,776	
208 - STATE TRAINING FUND DISPATCHERS	15,396	15,396		19,595	
					25,776

209 - OPERATION STONEGARDEN	REV.	250,044	0	250,044	0
	EXP.	250,044			
210 - COUNTY AMBULANCE ACCOUNT	REV.	507,929	0	507,929	0
	EXP.	507,929			
211 - OFFICE OF EMERGENCY SERVICES	REV.	178,777	46,713	178,777	46,713
	EXP.	178,777			
212 - ENHANCED 911 EMERGENCY TELEPHONE SYSTEM	REV.	995,589	0	995,589	0
	EXP.	995,589			
215 - F.O.C. RELATED CHILD SUPPORT COLLECTIONS	REV.	18,537	149,990	18,537	149,990
	EXP.	2,600			
216 - COMMUNITY SERVICE FUND	REV.	34,000	12,363	34,000	12,363
	EXP.	34,000			
218 - MENTAL HEALTH COURT FUND	REV.	1,000	0	1,000	0
	EXP.	1,000			
225 - CORRECTIONAL FACILITY MAINTENANCE FUND	REV.	0	614,079	0	614,079
	EXP.	55,733			
226 - BUILDING MAINTENANCE FUND	REV.	0	16,221	0	16,221
	EXP.	0			
229 - SUPERIOR TWP 2000 IMPROVEMENTS MAINT	REV.	12,755	90,520	12,755	90,520
	EXP.	12,755			
230 - CHIPPEWA COUNTY RECYCLING	REV.	594,068	202,629	594,068	202,629
	EXP.	681,960			
232 - OFFICE OF COMMUNITY CORRECTIONS	REV.	160,000	135,467	160,000	135,467
	EXP.	140,334			
235 - COMMUNITY ACTION SENIOR MEALS	REV.	593,356	1,481	593,356	1,481
	EXP.	3,900			
255 - HOMESTEAD PROPERTY TAX EXEMPTION	REV.	3,900	5,746	3,900	5,746
	EXP.	3,900			
256 - REGISTER OF DEEDS AUTOMATION FUND	REV.	39,000	83,034	39,000	83,034
	EXP.	26,790			
258 - DRUG FORFEITURE FUND	REV.	2,500	30,137	2,500	30,137
	EXP.	6,750			
259 - CCSD SALVAGE VEHICLE	REV.	2,000	3,275	2,000	3,275
	EXP.	1,900			
260 - MDCD INDIGENT DEFENSE FUND	REV.	336,557	0	336,557	0
	EXP.	336,557			
262 - ROAD PATROL CONTRACT	REV.	173,295	0	173,295	0
	EXP.	173,295			
263 - CPL - CLERKS OFFICE	REV.	16,500	33,512	16,500	33,512
	EXP.	11,416			
264 - LOCAL CORRECTIONS OFFICERS TRAINING	REV.	12,500	14,107	12,500	14,107
	EXP.	11,500			
266 - SHERIFF REVOLVING FUND - PARK PATROL	REV.	3,700	9,470	3,700	9,470
	EXP.	3,700			
267 - ROAD PATROL OVERTIME FUNDING	REV.	60,500	60,306	60,500	60,306
	EXP.	107,214			
268 - SHERIFF SPECIAL PROJECTS FUND	REV.	1,500	4,891	1,500	4,891
	EXP.	1,500			
269 - LAW LIBRARY	REV.	4,000	1,175	4,000	1,175
	EXP.	4,000			
272 - MARINE LIVERY INSPECTION FUND	REV.	110	1,617	110	1,617
	EXP.	0			
273 - TRIDENT TASK FORCE	REV.	92,388	0	92,388	0
	EXP.	92,388			
274 - SHERIFF LAW ENFORCEMENT FUND	REV.	3,000	3,968	3,000	3,968
	EXP.	3,000			
277 - HIGHWAY SAFETY FUND	REV.	25,277	0	25,277	0
	EXP.	25,277			
278 - YOUTH ALCOHOL FUND	REV.	0	0	0	0
	EXP.	0			
209 - OPERATION STONEGARDEN	EXP.	15,396			19,595

279 - OHSP - SEAT BELT GRANT	REV.	9,580	0	
	EXP.	9,580		0
281 - MMOG GRANT	REV.	4,000	0	
	EXP.	4,000		0
282 - ANIMAL CONTROL MILLAGE	REV.	118,813	209,705	
	EXP.	98,500		230,018
285 - ANIMAL SHELTER DONATIONS	REV.	40,100	226,749	
	EXP.	28,000		238,849
287 - FIA APPROPRIATION	REV.	17,500	1,158	
	EXP.	17,500		1,158
291 - CHILD CARE FUND - SOCIAL SERVICES	REV.	0	0	
	EXP.	0		0
292 - CHILD CARE FUND - PROBATE	REV.	485,273	0	
	EXP.	485,273		0
296 - HEALTH INSURANCE	REV.	625,000	0	
	EXP.	625,000		0

### DEBT SERVICE FUNDS

	<u>REVENUE</u>	<u>EXPENDITURE</u>	<u>BEGINNING</u>	<u>ENDING</u>
363 - 2000 SUPERIOR TOWNSHIP IMPROVEMENTS BOND F	0	0	0	0
364 - 2000 SUPERIOR TOWNSHIP IMPROVEMENTS DEBT F	26,206	26,206	0	0
373 - NEW JAIL EXPANSION DEBT	0	0	0	0
374 - 2010 BOND REFINANCING	0	0	0	0
376 - CITY OF SSM 2011 REFUNDING	281,738	281,738	0	0
377 - CITY OF SSM 2013 REFUNDING	571,469	571,469	0	0
472 - ROSS-HOKOLA DRAINAGE DISTRICT	0	0	7,503	7,503

- 5 That the County Clerk is authorized to certify the following claims within such budgeted allocations and to process a warrant for payment and upon receipt of such warrant the County Treasurer is authorized to pay the claims within such budgeted allocations:

<u>ALLOCATION</u>	<u>FREQUENCY</u>	<u>DATE</u>
General Payroll	Bi-weekly	
Employee Fringe Benefits	As due	
Insurances and Bonds	As due	
Loan/Bond Payments	As due	
Utilities	As due	
District Health	Monthly	1 <sup>st</sup> of Month
Jail Medical Retainer	Monthly	15 <sup>th</sup> of Month
Medical Examiner	Monthly	15 <sup>th</sup> of Month
Copier Leases	Monthly	1 <sup>st</sup> of Month
Child Care	Quarterly	January, April, July, October
Law Library	Quarterly	January, April, July, October
Cigarette Tax	Annually	Following Receipt
Social Services	Annually	October
Soil Conservation	Annually	April

6. That funds be allocated as may be appropriated by budget action of the Board of Commissioners for the Public Improvements and Capital Fund for capital equipment and projects, and to include the amounts due for the payment of purchase agreements and bond payments as scheduled.

- 7 That funds be allocated as may be appropriated by budget action of the Board of Commissioners. The funds may be transferred by the County Treasurer and/or the County Administrator's Office in accordance with such budgets.

That the following regulations shall apply to these appropriations and Activity Centers (Departments). All Departments, budget administrators, and other agencies and organizations receiving County funds shall be deemed to have agreed to these restrictions and obligations by accepting funds pursuant to this Act or otherwise incurring expenditures in expectation of County funding.

- a. All terms in the Act shall have the meaning assigned to them in the Uniform Budget and Accounting Act. The term "Activity Center" includes all courts receiving funds through this Act.
- b. All Activity Centers (Departments) receiving funds herein shall abide by the Uniform Budget and Accounting Act, and that any modification, addition or deletion of such amounts hereby adopted shall be done in accordance with the policies and procedures established by the Board of Commissioners. Each administrative officer in charge of an Activity Center shall promptly provide the County Administrator with all information which the Administrator considers necessary and essential to the preparation of a County budget for the ensuing fiscal period.
- c. All purchases and travel shall be in accordance with the Chippewa County Purchasing, Contracts and Sales Policy (Policy No. 320) and Travel and Business Expenses Policy (Policy No. 410).
- d. The amounts appropriated herein shall be paid from the County Treasury at the time and in the manner provided by law and other applicable policies or resolutions of the Board, whether enacted to date or subsequently adopted.
- e. Expenditures and revenues shall be recorded and reported in the manner provided by law. Fees and other money received by Activity Centers (Departments) shall be forwarded promptly to the County Treasurer and credited to the appropriate County fund, except as otherwise provided by this Act or by any other act of the Board.
- f. Except as otherwise provided by law, each Activity Center (Department) shall limit expenditures within the appropriations authorized herein and shall not attempt to expend funds at a rate which will eventually result in a deficit in any Activity Center without the approval of the Board. Further, all expenditures of County funds and other funds under the control of any Activity Center, except as otherwise provided by law, shall be expended only for purposes attached to the line-items and within the various policies of the Board of Commissioners, including, but not limited to purchasing policy, applicable collective bargaining agreements and applicable personnel policies. The County of Chippewa shall only be responsible for the payment of purchases made as provided by law and/or policy.
- g. In the event that State of Michigan fails to provide certain revenue transfer payments as required by state law and/or contractual agreements between the State and Chippewa County, the specific programs funded by such state revenue transfer payment shall bear the full impact of such revenue reduction. In the event the State defaults or otherwise fails to provide general, unrestricted revenue transfer payments, the Board, upon the recommendation of the Finance, Claims and Accounts Committee, shall allocate said revenue reduction in its legislative judgment.

**THE CHIPPEWA COUNTY BOARD OF COMMISSIONERS CANNOT, AND WILL NOT, ABSORB THE PROGRAM COSTS CREATED BY REVENUE TRANSFER PAYMENT DEFAULTS BY THE STATE OF MICHIGAN.**

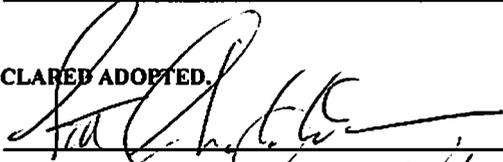
- h. If an Activity Center (Department) desires an additional appropriation, it shall forward a detailed request to the County Administrator's Office describing the proposed budgetary amendment or transfer and the reasons for the action. The matter will then be presented to the Board of Commissioners through its Finance, Claims and Accounts Committee. No funds may be transferred between Activity Centers (Departments) without prior Board approval.
- i. Except as otherwise provided by law, the number of positions noted for certain Activity Centers (Departments) in the approved Employee Roster included with the budget shall be the maximum staffing level authorized to be drawn from such line-item. No Activity Center shall maintain more employees on the payroll than the maximum specified for the appropriate account. In addition, the job position titles, pay classifications, and full-time equated designations for each position are deemed to be the correct classifications, and any modification of employment classifications shall be done in conformance with established Board policy. Further, if an Activity Center employs at any time, fewer employees than the maximum specified for the appropriate line item in this Act, unexpended appropriation in the amount identified with the unfilled position(s) by payroll records shall immediately and automatically revert to the General Fund Contingency Activity Center (Department No. 890).
- j. It is understood that revenues and expenditures may vary from those that are currently contemplated and may be changed from time to time by the Board of Commissioners during the 2018 fiscal year, as deemed necessary. Consequently, there may be a need to increase or decrease various portions of the budget and/or impose a hiring freeze and/or impose layoffs due to unforeseen financial changes; therefore, the Board of Commissioners reserves the right to change the approved Employee Roster and/or impose a hiring freeze at any time. The County Elected Officials and County Department Heads shall abide by whatever changes are made by the Board of Commissioners, if any, relative to the approved positions and the number of employees stated in the Employee Roster.
- k. Positions on the Employee Roster that are supported by a grant, cost sharing, reimbursement, or other source of outside funding, are only approved contingent upon the County receiving the budgeted revenues. Upon notification that budgeted funding of a position will not be received, the Elected Official or Department Head shall immediately notify the County Controller and Finance, Claims and Accounts Committee, and that position shall be immediately removed from the Employee Roster if funding is exhausted.
- l. The County Administrator's Office and/or County Treasurer shall be authorized to make year-end transfers of up to \$100,000 between Departments or Funds or with such amounts that may be available in the General Fund, as may be necessary to insure that departments do not end the 2020 fiscal year in a deficit condition.
- m. This Act shall become effective January 1, 2020, and may be amended by the Board at any time. Any appropriations made hereunder may be increased or decreased in the discretion of the Board.
- n. This Act and attachments as incorporated by reference herein and all amendments hereto shall constitute the 2020 General Appropriations Act for Chippewa County for all purposes under the law; and approved at the highest level possible.

**A VOTE WAS TAKEN AS FOLLOWS**

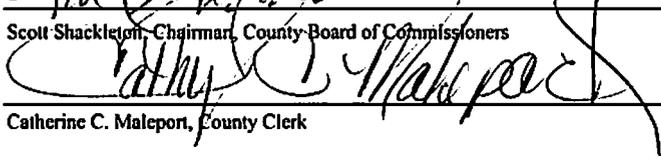
**AYES:** Scott Shackleton, Don McLean, Jim Martin, Conor Egan and Robert Savoie

**NAYS:** None

**RESOLUTION DECLARED ADOPTED.**



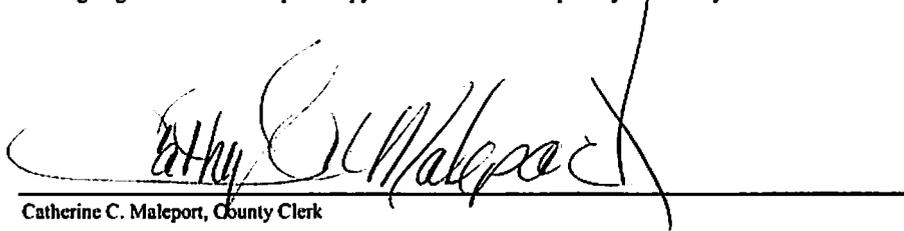
Scott Shackleton, Chairman, County Board of Commissioners



Catherine C. Maleport, County Clerk

STATE OF MICHIGAN     )  
  ) ss  
COUNTY OF CHIPPEWA    )

I hereby certify that the foregoing is a true and complete copy of the resolution adopted by the County

  
Catherine C. Maleport, County Clerk