

ROLL CALL MATRIX

Meeting Date: 6-12-2018

P	A	Res. Number 2018	118	119	120	121	122	123	124	125	126	127	128
		Unanimous	U	U	U	U	U		U	U	U		U
X		Michael McKerchie						Y	Y		Y	Y	Y
X		Kim Gravelle			1			N	Y		Y	2Y	Y
X		Denny McKelvie					1	N	Y		Y	N	Y
X		DJ Hoffman				2		N	Y	1	Y	1Y	Y
	X	Jennifer McLeod	---	---	---	---	---	---	---	---	---	---	---
X		Lana Causley	2	1				Y	1Y		Y	Y	2Y
X		Cath Hollowell			2	1		Y	2Y		Y	Y	1Y
X		Bridgett Sorenson	1					Y	Y		Y	Y	Y
X		Keith Massaway		2			2	Y	Y	2	Y	Y	Y
X		Denise Chase						1Y	Y		1Y	Y	Y
X		Darcy Morrow						2Y	Y		2Y	Y	Y
X		Anita Nelson						N	Y		Y	Y	Y
X		Aaron Payment											

- 1 = Made Motion
- Y = Voted Yes
- A = Abstained

- 2 = Second/Support Motion
- N = Voted No
- U = Unanimous

ROLL CALL MATRIX

Meeting Date: 6-12-2018

P	A	Res. Number 2018	129	130	131	132	133	134	135	136	137	138	139
		Unanimous	U	U	U	U	U	U	U	U	U	U	
X		Michael McKerchie			Y	Y	Y	Y	Y	Y	Y	2	
X		Kim Gravelle			Y	Y	Y	Y	Y	Y	Y		
X		Denny McKelvie			Y	Y	Y	Y	Y	Y	Y		N
X		DJ Hoffman			1Y	1Y	1Y	1Y	1Y	1Y	1Y		
	X	Jennifer McLeod	---	---	---	---	---	---	---	---	---	---	---
X		Lana Causley	2	2	Y	Y	Y	Y	Y	Y	Y		
X		Cath Hollowell	1		Y	Y	Y	Y	Y	Y	Y		
X		Bridgett Sorenson			Y	Y	Y	Y	Y	Y	Y	1	N
X		Keith Massaway		1	Y	Y	Y	Y	Y	Y	Y		N
X		Denise Chase			Y	Y	Y	Y	Y	Y	Y		1
X		Darcy Morrow			2Y	2Y	2Y	2Y	2Y	2Y	2Y		2
X		Anita Nelson			Y	Y	Y	Y	Y	Y	Y		
X		Aaron Payment											

- 1 = Made Motion
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ROLL CALL MATRIX

Meeting Date: 6-12-2018

P	A	Res. Number 2018	140	141	142								
		Unanimous											
X		Michael McKerchie		Y	1								
X		Kim Gravelle		N	N								
X		Denny McKelvie	N	N									
X		DJ Hoffman	2	1Y	N								
	X	Jennifer McLeod	---	---	---								
X		Lana Causley	1	Y									
X		Cath Hollowell		Y	2								
X		Bridgett Sorenson		2Y									
X		Keith Massaway		N									
X		Denise Chase		Y									
X		Darcy Morrow		Y									
X		Anita Nelson		N									
X		Aaron Payment											

- 1 = Made Motion
- 2 = Second/Support Motion
- Y = Voted Yes
- N = Voted No
- A = Abstained
- U = Unanimous
-



RESOLUTION NO: 2018-118

2018 HEAD START AND EARLY HEAD START COLA

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WHEREAS, the Sault Ste. Marie Tribe of Chippewa Indians is a federally recognized Indian Tribe organized under the Indian Reorganized Act of 1934, 25 U.S.C. 467 et seq.; and

WHEREAS, the Sault Ste. Marie Tribe of Chippewa Indians' mission is to improve the health, welfare, and education of its members and their families.

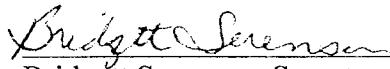
NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby supports and recommends the submission of a grant to the Office of Head Start, American Indian and Alaskan Natives Program Branch for the COLA grant application to provide Head Start and Early Head Start Services.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.



Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians



Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-119

AUDIT COMMITTEE VICE-CHAIRPERSON

WHEREAS, the Tribal Audit Committee was established by Resolution 1997-88 for the purpose of overseeing, monitoring, and evaluating the Tribal audit process to insure that any discrepancies found are resolved in a timely fashion; and


WHEREAS, the Board of Directors has, from time to time, adopted resolutions designating an individual to serve as the Chairperson of the Audit Committee including Resolutions 2014-151 and 2016-211; and

WHEREAS, the Board of Directors has concluded that it is in the best interests of the Tribe to authorize the selection of a Vice-Chairperson of the Audit Committee who shall be empowered to carry out the duties of the Audit Committee Chairperson in the event of the Chairperson's absence or disability.

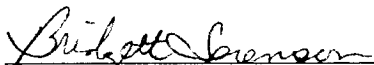
NOW, THEREFORE, BE IT RESOLVED, the Board of Directors hereby authorizes the Audit Committee, acting by majority vote, to select a Vice-Chairperson from among the active members of the Committee and further resolves that the Committee member so selected is hereby empowered to carry out the duties and responsibilities of the Audit Committee Chairperson in the event of the Chairperson's absence or disability.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.



Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians



Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
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RESOLUTION NO: 2018-120

**APPROVING CONTRACT PNC BANK
VISA COMMERCIAL EXPRESS CARD PROGRAM AUTHORIZATION**

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BE IT RESOLVED, by the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians, that the Chairperson or his designee is authorized and directed to execute and deliver any contracts as may be necessary for the commercial credit card services offered by PNC, through VISA, and further to incur such revolving credit card indebtedness as is reasonable and enterprise operations.

BE IT FURTHER RESOLVED, that the Sault Tribe Purchasing Department and Northern Travel each shall be issued a commercial credit card for every day operations with credit limits to reflect normal monthly purchases.


BE IT FINALLY RESOLVED, that Robert Schulte, CFO of the Tribe, and Julie Hagan, Senior Accountant, are authorized as Co-Administrators on these credit card accounts, and two signatures, or a subsequent resolution of this Board, shall be required to make material changes to these credit accounts.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.



Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians



Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-121

**AMENDING SAULT TRIBE PURCHASING POLICY
FOR THE SAULT STE. MARIE TRIBE OF CHIPPEWA INDIANS**

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WHEREAS, the Audit Committee found it necessary to comply with recommendations made by the Department of Justice, by making changes in Sections 1.4 and 8.1.4 of the Sault Tribe Purchasing Policy; and

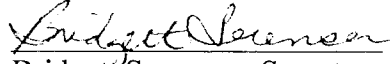
WHEREAS, the Audit Committee also upon review, found it to be in the best interest of the Sault Ste. Marie Tribe of Chippewa Indians to reword section 2.2.8 in regards to bidders having prior knowledge of RFP projects, realigning the preference percentages in section 5.1 and adding section X to the Sault Tribe Purchasing Policy.

THEREFORE, BE IT RESOLVED, the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the revisions shown on the attached Purchasing Policy.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 2 members abstaining, and that said resolution has not been rescinded or amended in any way.


Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians


Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians

Sault Ste. Marie Tribe of Chippewa Indians

Amended By: Robert Schulte-CFO
Approved By: BOD 06/12/18

Tribal Purchasing Policy

Effective Date: 09/30/2008
Revised Date: 06/12/2018

SECTION I: MISCELLANEOUS

1.1 Purpose. This policy is adopted by the Sault Ste. Marie Tribe of Chippewa Indians (“Tribe”) in order to codify procurement practices. This policy is intended to include the purchasing of goods and services. The selection of vendor shall be conducted with the goal of purchasing with responsible vendors who have the technical and financial competence to perform in a professional manner, and who have a satisfactory record of integrity.

1.2 Scope. This policy is intended to cover all purchases made by the Tribe listed on Addendum A.-Purchasing Guide Inclusions

1.2.1 Exclusions. This policy does not govern the purchases made by the Tribe listed on Addendum B-Purchasing Guide Exclusions.

1.2.2 Exceptions.

- a. Purchases are exempt from this policy if the grant or funding sources specifies otherwise. If the funding source allows the Tribe to select between this policy and another procedure for purchase, the Tribe shall choose to follow this policy unless good cause exists not to.
- b. Except as precluded by a grant or funding sources, any department, program, entity or wholly owned government instrumentality is exempt for this policy if the purchase is made from another department, program or entity.

1.3 Implementation/Operation. The duties called for under this policy shall be carried out, and where necessary, enforced by the Purchasing Department. If the policy delegates a duty to a stated department, program, or position, then that delegation controls.

Sault Ste. Marie Tribe of Chippewa Indians

1.4 Federal Procurement. For all procurement of goods and services using federal and grant funds, care shall be taken to ensure that all applicable acquisition regulation and guidelines of the respective funding agencies are followed. This includes but not limited to the following: maximum daily/hourly rate for consultants, contracts, and all other goods and services requiring special consideration.

SECTION II: PURCHASE OF GOODS OR SERVICES OVER \$3,000

2.1 General. All requests for goods or services, not covered by a contractual agreement, with an estimated total purchase price of over \$3,000, will require formal solicitation of bids as set forth below.

2.1.1. All requests for goods and/or services for Sault Tribe Construction, not covered by a contractual agreement, with an estimated total purchase price of over \$5,000 will require formal solicitation of bids as set forth below.

2.2 Invitation/Solicitation.

2.2.1 A Request for Pricing (RFP) will be issued to at least 3 potential vendors. (In the case in which less than 3 vendors can not be obtained, disclosure must be made on the Bid Recommendation.) The RFP shall contain the specifications, as well as the major terms and conditions applicable to the purchase.

2.2.2 A minimum of two suppliers is acceptable for verbal requests between \$1 and \$2,999, providing the Purchasing Agent is familiar with the market and prices of the good/service in question. In the case of proprietary items, more than one price is often not possible and should be noted on the Bid Recommendation.

2.2.3 The RFP shall be expedited in accordance with the following: (1) should be given as early in the process as practical; (2) shall state the scope of work; (3) deadline for response from vendor; (4) contact information for any questions; (5) form of bid response, such as sealed or unsealed; and (6) date and time of bid opening, if applicable.

2.2.4 All RFP's for service with an estimated dollar amount of over \$10,000 must be sealed. (*See reference 2.8*)

2.2.5 All RFP's for goods with an estimated dollar amount of over \$10,000 must be sealed.

2.2.6 Construction RFP will require at least five business days for bidder to respond to RFP pricing requests.

Sault Ste. Marie Tribe of Chippewa Indians

2.2.7 During an RFP walk through/meeting the scope of the work will be reviewed with potential bidders and scope may need to be updated or improved to ensure work is handled with highest amount of integrity. The host of the walk through will be required to keep a sign in sheet to record who attended the walk through event. Changes to scope during the walk through/meeting will be summarized in an addendum, signed off by requisitioning department and sent out to bidders via the Purchasing Agent within 24 business hours.

2.2.8 Bidders having prior knowledge of RFP project specifications will not be disqualified from bidding on known RFP projects.

2.3 Bid Openings.

2.3.1 All sealed bids will be time and date stamped, but not opened and stored in a secure place until bid opening. A bidder may withdraw his/her bid at any time prior to the bid opening.

2.3.2 Bid openings are to be conducted by the Purchasing Department. Representation from the Requesting Department may also attend. Vendors that submitted proposals are welcome to attend. Bid openings will only determine the **apparent** low bidder. **Apparent** low bidder is defined as the bidder with lowest submitted bid. Criteria to determine the **actual** low bidder include, but are not limited to the following: warranty, set-up/delivery costs, payment terms, production facilities, etc. The **actual** low bidder will be determined as defined in subsequent sections.

2.3.3 Information contained in a particular bid shall be made public only as follows: (1) The Purchasing Department, in concurrence with the Requesting Department (who may rely on contracted professionals), shall determine what information shall be read aloud at the bid opening.

2.4 Amendments to Bids. After the bid opening, corrections to bids shall be permitted only if the vendor can show by clear and convincing evidence that a mistake, error, or omission of a non-judgmental character was made. The vendor must demonstrate the nature of the mistake and must demonstrate the bid price actually intended.

2.5 Acceptance or Rejection. The Purchasing Department shall have the right to reject any and/or all bids, to waive irregularities in bidding, and to accept bids which do not conform in every respect to the bidding requirements. Bids which are accepted in this manner must be reported to the Chairperson/CEO, Tribal CFO, Executive Director, or the Tribal Casino CEO via a Bid Recommendation with full disclosure as to the reasons of the decision.

Sault Ste. Marie Tribe of Chippewa Indians

2.6 Negotiations. In situations where negotiations are deemed necessary, negotiations will be conducted by the Purchasing Department with the vendors who have a reasonable chance of being selected for award based on evaluation against technical and price factors specified in the RFP. Negotiations may be conducted with representation from the Requesting Department.

The purpose of negotiations is to seek clarification with regard to deficiencies in both the technical or price aspects of their bid. This is to ensure full understanding of conformance to the requirements outlined in the scope of work.

2.7 Recommendation. After an evaluation of proposed revisions, if any, the Purchasing Department shall award the bid to the responsible vendor whose qualifications, price, and other factors, is the most advantageous to the Tribe. The Purchasing Agent will prepare a Bid Recommendation, which may include, but is not limited to the following: (1) Name of Vendors solicited; (2) final price of product/service; (3) warranty information; (4) details regarding the solicitation; (5) Vendor recommended; (6) applicable cost savings; and (7) length of time that pricing is valid. All applicable information will be forwarded to the Requesting Department.

2.7.1 Concurrence. If the Requesting Department concurs with the recommendation made by the Purchasing Department, the appropriate individual that has been authorized to make the purchase will sign the recommendation and return to the Purchasing Department attached to a completed requisition.

2.7.2 Non-concurrence. If the Requesting Department does not concur with the recommendation made by the Purchasing Department, the Requesting Department has the sole obligation of obtaining written approval from the Tribal Chairperson/CEO, Tribal CFO, Executive Director, or the Tribal Casino CEO

The written approval must be attached to the Bid Recommendation and returned to the Purchasing Department.

2.8 Video Recording of Bid Opening. Tribal sealed bid policy requires sealed bid to be video recorded. Department directors will be responsible to ensure policy and procedures are followed. (See Procedure for Video recordings of sealed bids)

2.9 Background Checks. Background checks may be required for bidders and their staff who are awarded a tribal bid. Most grant funded projects and some tribal projects may require winning bidder to pass appropriate backgrounds checks through our Gaming Commission. The Gaming Commission will run the background checks and verify eligibility of winning bidder. These background checks will be paid for by the requisitioning department and/or awarded bidder. Background checks will be valid for 12 months. All background checks results will be considered confidential.

Sault Ste. Marie Tribe of Chippewa Indians

2.10 Challenge. A vendor may challenge a determination made under this Section. Within five (5) business days of date on notification of non-award letter, an aggrieved vendor may submit in writing a request for an informal hearing to challenge the determination of non-award. Any challenges received beyond the five (5) days shall not be considered. All challenges shall be submitted to the Director of Purchasing. The Director will convene a committee consisting of a representative(s) of the Requesting Department and the Purchasing Department. If the parties assigned to this committee deem it necessary, they may invite any representative from another tribal department or program. In addition, they also may invite any individual who they feel may offer some guidance on a given issue. The Committee shall issue a written decision in the matter.

SECTION III: LOWEST BIDDER

3.1 General. The lowest bidder shall be the vendor submitting the lowest “real cost” bid. Real cost is determined by evaluation of unit cost, delivery/warehousing fees, set-up fees, rebates, warranties, etc.

3.2 Ability to provide. The Requesting Department and Purchasing Department, with assistance from other tribal departments, programs, or individuals as deemed necessary, shall determine whether the vendor is capable of providing the goods/services as described in the RFP and/or Scope of Service in a satisfactory manner.

3.3 Vendor Qualification. A prospective vendor shall submit, upon request, sufficient evidence that demonstrates the vendor has the technical, administrative, and financial capability to carry out the requirements of the RFP and/or Scope of Service, within the time and location requested.

SECTION IV: NATIVE PREFERENCE

4.1 “Indian Economic Enterprise” means any business entity which is at least 51 percent owned by one or more members of a federally recognized Indian Tribe; and has one or more of the tribe members involved in the daily business management of the economic enterprise; and a majority of the earnings from said Economic Enterprise benefits said member or members.

4.2 Eligibility/Certification. The vendor claiming to be an Indian Economic Enterprise must have satisfied the requirements of eligibility/ certification. Eligibility would include proof that a member/vendor is an Enrolled Tribal Member of a Federally Recognized Indian Tribe. Certification of eligibility for native preference could include: Bureau of Indian Affairs Certification, Michigan Minority Business Development Council, Small Business Administration, and Certification of membership from another Tribe. Eligibility/Certification shall be submitted with the bid response.

Sault Ste. Marie Tribe of Chippewa Indians

4.3 Qualification Statement. A prospective vendor seeking to qualify for preference shall evidence showing extent of Indian ownership and interest. Evidence of structure, management and financing affecting the Indian character of the enterprise, including major subcontractors and purchase agreements; materials or equipment supply arrangement; and management salary or profit-sharing arrangements; and evidence showing the effect of these on the extent of Indian ownership and interest. Evidence to demonstrate that the contractor has the technical, administrative, and financial capability to perform work of the size and type involved. The Indian Economic Enterprise must submit a letter as evidence of Indian ownership and control certifying that the enterprise will continue to meet requirements necessary to sustain Indian ownership and control throughout the period of service.

SECTION V: CONTRACT PREFERENCE

5.1 General. All purchases covered under this policy shall be subject to the native preference found in Section IV. Any qualified vendor who qualifies as an Indian Economic Enterprise under Section IV shall be given a preference as found in the table below, if the Indian Economic Enterprise submits the lowest responsive bid, not exceeding the lowest bid submitted by any other responsible vendor by more than the percentage described below. (Preference percentages are applied to **actual** cost, not **apparent** cost.).

<u>Total Actual Purchase Cost</u>	<u>Preference</u>
At least \$1 but less than \$3,000	5%
At least \$3,000 but less than \$10,000	4.5%
At least \$10,000 but less than \$25,000	4%
At least \$25,000 but less than \$50,000	3.5%
At least \$50,000 but less than \$100,000	3%
At least \$100,000 but less than \$150,000	2%
Over \$150,000	1%

5.2 Housing. When the Requisitioning Department is Sault Tribe Housing it shall comply only with the Department of Housing and Urban Development's Indian preference in contracting regulations.

Sault Ste. Marie Tribe of Chippewa Indians

SECTION VI: CONFLICT OF INTEREST

6.1 Defined. No employee, officer, or agent (“Conflicted Party”) of the Tribe shall participate directly, or indirectly in the selection of, in the award of, or administration of, (“Process”) any purchase if a conflict of interest, real or apparent, would be found. Such a conflict would arise when a financial or other interest in a prospective vendor is held by: (1) a Conflicted Party that is directly involved in the Process; (2) a Conflicted Party’s father, mother, son, daughter, brother, sister, paternal and maternal grandparents, husband, wife and/or significant other, which includes all in-law relationships mentioned above; (3) a Conflicted Party’s business partner or business associate; and (4) any organization which employs, is negotiating to employ, or has an arrangement concerning prospective employment of a Conflicted Party of any party listed in (1) through (3) above. (See employee handbook for the tribal General Conduct, Conflict of Interest and Confidentiality Policies.)

6.2 GRATUITIES, GIFTS AND KICKBACKS. Employees, officers, and agents of the Tribe shall not solicit or accept a gift, gratuity, favor, or any other item of monetary value from a contractor, potential contractor, or a party to a subcontract. Acceptance of any such gift, gratuity, or other item of value is deemed to create a conflict of interest within the intent of this policy.

This does not prohibit the Tribe from receiving charitable donations or gifts, but ownership of any such gift shall vest in the Tribe itself, and not an employee, officer, or agent of the Tribe

6.3 Affirmative Duty. A Conflicted Party has an affirmative duty to disclose any conflict of interest identified under this section. A prospective vendor has an affirmative duty to disclose any conflict of interest identified under this section if the prospective vendor should have reasonably known that such conflict existed.

6.4 Disclosure. Disclosure regarding any conflict of interest must be submitted in writing to the Purchasing Department, Requesting Department, or Board of Directors, whichever is reasonable. The department receiving the disclosure shall use its best efforts to ensure that the disclosure is provided to the proper department and/or persons.

Sault Ste. Marie Tribe of Chippewa Indians

SECTION VII: EMERGENCY PURCHASES

In the event of an emergency, the Requesting Department is authorized to make purchases of equipment, goods, and/or services which are deemed necessary to protect the public health, safety and welfare, as well as disaster recovery and business continuity, without complying with the purchasing requirements set forth in the guidelines. The purchase shall be limited to those supplies, services, and/or equipment necessary to meet the emergency.

SECTION VIII: DISQUALIFICATION

8.1 Default. No bid shall be accepted from, or awarded to:

8.1.1 A vendor which is in default on any agreement with the Tribe.

8.1.2 A vendor which has previously demonstrated bad faith in dealing with the Tribe.

8.1.3 A vendor which has previously sold **any** product/service to the Tribe, and the result of that agreement was not to the Tribe's satisfaction.

8.1.4 A vendor who appears on the National Labor Departments debarred list.

8.2 Notice. If it is determined that a vendor is disqualified, a written determination of ineligibility will be prepared and included in the vendor file. The person or contractor will be notified of the reasons for this determination. The Legal Department shall draft and send a notice based upon information received from the Purchasing Department.

8.3 Challenge. A vendor may challenge a determination made under this Section. Within five (5) business days of notice under subsection 8.2 being given, an aggrieved vendor may submit in writing a request for an informal hearing to challenge the determination of disqualification. Any challenges received beyond the five (5) days shall not be considered. All challenges shall be submitted to the Director of Purchasing. The Director will convene a committee consisting of a representative of the Requesting Department, the Purchasing Department, and the Legal Department. If the parties assigned to this committee deem it necessary, they may invite any representative from another tribal department or program. In addition, they may also invite any individual who they feel may offer some guidance on a given issue. The Committee shall issue a written decision in the matter.

Sault Ste. Marie Tribe of Chippewa Indians

8.4 Implementation. It shall be the responsibility of the Purchasing Department to investigate all proposed disqualification determinations under this Section. The Purchasing Department may use any means reasonable to discover and/or verify information relevant to a determination under this section. The Purchasing Department shall maintain a master list of entities disqualified under this Section.

8.5 Term. The term of disqualification under this Section shall be at least 3 months to 3 years. Upon expiration of the term the disqualified person or contractor shall be free to bid. However, upon receipt of a bid from a recently “un-disqualified” person or contractor, the Purchasing Department shall review the facts of the original disqualification and determine whether that person or contractor should be disqualified again or is allowed to bid. A notice indicating the Purchasing Department’s finding shall be given in accordance with Subsection 8.2. A vendor receiving such notice shall have the rights accorded it in Subsection 8.3.

8.1 Default. No bid shall be accepted from, or awarded to:

8.1.1 A vendor which is in default on any agreement with the Tribe.

8.1.2 A vendor which has previously demonstrated bad faith in dealing with the Tribe.

8.1.3 A vendor which has previously sold **any** product/service to the Tribe, and the result of that agreement was not to the Tribe’s satisfaction.

SECTION IX: NATIVE AMERICAN ARTS & CRAFTS

9.1 Statement of Policy. No items represented as or intended to be resold as Native American arts or crafts shall be purchased from any vendor unless the vendor and the item are in full compliance with the provisions of the Indian Arts and Crafts Act of 1990, PL 101-644, as amended.

9.2 Proof of compliance. Any vendor offering to sell or provide any items represented as or intended to be resold as Native American arts or crafts shall provide proof of compliance with the Indian Arts and Crafts Act of 1990. In the case of purchases from individual artists, the artist shall be required to provide a copy of an identification card or other official documentation establishing that the vendor is an enrolled member of a state or federally recognized tribe, a Canadian First Nation, or possesses a Certificate of Degree of Indian Blood from the Bureau of Indian Affairs.

9.3 Penalty. Any vendor claiming to produce work or products later determined to be in violation of the Indian Arts and Crafts Act of 1990 shall be prohibited from providing products to the Tribe for no less than 1 calendar year from the date of that determination.

Sault Ste. Marie Tribe of Chippewa Indians

SECTION X: INCLUSIONS AND EXCLUSIONS

- 10.1 Addendum A – Purchasing Guide Inclusions**
- Addendum B – Purchasing Guide Exclusions**

Purchasing Policy

Addendum A-Purchasing Guide Inclusions

When purchasing any of the following categories of goods and services, the Purchasing Department must be utilized. A purchase order will be generated and the Purchasing Department will handle all payments. Deviation from the Purchasing Guide must have written pre-approval from Tribal Board of Directors, Tribal Chairperson/CEO, Tribal CFO, Associate Executive Director, or Tribal Casino COO. This includes, but is not limited to the following items:

Office supplies and equipment (other than E-commerce) - Copiers, fax machines, toner, printers, computers, file cabinets, furniture, etc.

Electronics - Audio, visual, surveillance, monitors, cameras, etc

Housekeeping/maintenance supplies-Toilet paper, trash bags, air filters, parts/materials, cleaning supplies, Linens - sheets, pillow cases, table cloth, etc.

Advertising/signs - Notice of meetings/bids, building signage, logos, etc.

Bid openings - *ACFS Sanitation (wells & septic), Housing and Property Management as requested*

Food - Office or departmental use restaurants, deli, childcare, Pow-Wow, equipment, etc.

Equipment - Office/Building, gaming tables, humidifiers, treadmills, snow blowers, etc.

Appliances - Washers, dryers, refrigerators, ovens, microwaves, freezers, dishwashers, etc.

Postage - Stamps, machines, agreements, leases, etc.

Cleaning services - Uniforms, buildings, rugs, linens, dry cleaning, etc.

Uniforms - Shirts, pants, shoes, etc.

Promotional items - Quad runners, snow machines, mugs, key chains, sweatshirts, etc.

Snowplowing - Salting, sanding and misc. labor, etc.

Vehicles, equipment and repairs - Vehicle purchase, service/repair of vehicles, i.e. oil changes, tires, brakes, etc.

Maintenance agreements - Fax machines, copiers, phones, computers, pest control, elevators.

Supplies miscellaneous - Photos, batteries, decorations, flowers, crafts, books, etc.

Gift shop items - Jewelry, knickknacks, snacks, candles, pictures, souvenirs, etc

Printing - Brochures, flyers, mailers, coupons, tickets, letterhead, business cards, forms, etc.

Rentals - Tents, porta-johns, tables and chairs, equipment, etc.

Utilities - Natural Gas included in Master Transportation Agreement, waste disposal thru Waste Management.

Purchasing Policy

Addendum B-Purchasing Guide Exclusions

Supplies *specific to operations only*- Medical/dental, Pharmacy inventories, Enterprise retail inventory, including Midjim Beer/wine/liquor/grocery for retail sale, Northern Hospitality inventory, pro shop inventories, law enforcement equipment and supplies, conservation equipment, supplies, etc.

Emergency purchases by Admin/BOD - Flowers for Funeral, etc.

Construction Projects covered by the Policy for Construction Related Services

Contracts/payments for legal, medical, technical natural resources, or judicial services - Lawyers, contractors, consultants, contract health services, lobbyists, etc.

Training/Travel - Travel reimbursements to employees, clients, providers, etc.

Payments to clients/members - General assistance, heating, victim's assistance, funeral assistance, tc.

Memberships Dues - To professional organizations-State Bar of Michigan

Publications/Magazines - Medical journals, law books, etc.

Payments made on behalf of a client for goods or services - LIEAP

Taxes - 2%, sponsorships

Donations (other than food)

Entertainers - Stipends/payments for special events-(Drummers/dancers)

Credit Card/Bank payments

Real Estate/Rental Payments

Gaming Lease Agreements

Customer Payments/Refunds

Election Committee Functions

Utilities payments - Electric, Water, Propane, Phone, Cable and Internet, and Natural gas other than Master Transportation Agreement accounts.

Contracts covered by GSA. (Government Services Administration)

Purchasing Policy
Addendum B-Purchasing Guide Exclusions

Purchasing may assist in bidding for items that are excluded, such as legal/judicial services, Midjim retail inventory, or contractors. Purchasing would also be involved if the consolidation of buying results in the lowering of cost of the product or service.



RESOLUTION NO: 2018-132

**AMENDING TRAVEL POLICY FOR
THE SAULT STE. MARIE TRIBE OF CHIPPEWA INDIANS**

Min Waban Dan

**Administrative
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WHEREAS, the Sault Ste. Marie Tribe of Chippewa Indians is a federally recognized Indian Tribe organized under the Indian Reorganization Act of 1934, 25 U.S.C. 467 et seq ("Tribe"); and

WHEREAS, the Board of Directors has previously approved the Sault Tribe Travel Policy; and

WHEREAS, the Accounting Department found it necessary to comply with recommendations made by the Department of Justice in order to finalize prior period audit exceptions and alleviate potential problems with securing future grant opportunities by updating the Sault Tribe Travel Policy.

THEREFORE, BE IT RESOLVED, the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the revisions shown on the attached Travel Policy.


**Government
Services**

**Membership
Services**


**Economic
Development
Commission**

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.



Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians



Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians

Sault Ste. Marie Tribe of Chippewa Indians Travel Policy

I. PURPOSE

To establish regulations for employees to travel for business purposes and to reimburse employees for expenses that are incurred in the normal course of business travel. Business travel is defined as any travel required for work purposes as approved by management.

II. SCOPE

This policy applies to all employees of Sault Tribe including all government entities, programs, and enterprises including all Kewadin Casinos properties traveling for tribal business purposes.

III. POLICY

Business travel expenses incurred within the Sault Tribe organizational chart will be controlled and practices of the federal guidelines followed.

This policy covers employees, combining personal travel with business travel, as well as program participants, business related travel paid by outside organization, and recruitment.

Applicable managers, directors, and executive directors are required to ensure training is necessary and budgeted for upon approval.

Services include flight arrangements, train arrangements, hotel bookings, car rental reservations, and other travel related services inside and outside of the seven county service area. Travel inside the service area does not require a travel authorization form. However, all arrangements performed by Northern Travel will require a travel authorization form.

IV. Procedures

Procedure: Employees are responsible to ensure preauthorization and assure compliance with this policy. Twenty-one (21) days or more is requested to obtain the most cost advantageous method of travel with at least 72 hours' notice to complete unplanned travel. Any travel received with less notice may be deemed Non-Compliant.

Sault Ste. Marie Tribe of Chippewa Indians

Travel Policy

A. Request for Employee Travel

A current "Sault Tribe Travel Authorization" must be filled out completely prior to any arrangements being made. All travel outside the seven county service areas will be made through Northern Travel. Arrangements will be made to best accommodate the traveler, with all itineraries being completed in a cost effective and efficient manner. Services include: flight arrangements, hotel bookings, car rental reservations, and other travel related services.

1. **Combining Personal Travel with Business Travel.** Any employee synchronizing personal travel with business travel must note on travel authorization form which days are personal; additionally any costs associated with personal days are borne by employee. Please note that reimbursement will be for "business related" travel only.
2. **Business Related Travel Paid by Outside Organization.** All business travel requires a travel authorization form regardless of payment. This is to ensure that all parties are aware and that costs will be reimbursed or paid up front by another organization. Funding Source must be noted on form.
3. **Unplanned Travel.** The Tribe recognizes that not all travel is planned and the necessity to facilitate unplanned travel shall occur. Any unplanned travel shall require approval prior to departure (email notification) from the appropriate manager/director.
4. **Routine Travel.** Many departments throughout the tribe have routine travel trips that are planned and budgeted, a travel authorization form must be utilized to approve all occurrences requiring travel to these specific meetings.
5. **Service Area Travel.** Any travel within the service area does not require a travel authorization. However, any arrangements made through Northern Travel will require a form. For clarification purposes, travel within the service area may require director's approval, see immediate supervisor for clarification. Travel advances/reconciliations will still be required for reimbursement (see Preparation/Reconciliation).
 - a) For all travel within the service area "standard per diem" shall be utilized (see Federal Register for prevailing rates).

Sault Ste. Marie Tribe of Chippewa Indians Travel Policy

B. Request for Non-Employee Travel

1. **Program Participant.** The tribe has many departments that are involved with all aspects of building a community. Travel of non-Sault Tribe employees who are not paid consultants (e.g. community members, tribal partners, volunteers, parents, children traveling for the Tribe) will require program director approval and travel expenses will be reimbursed according to these policies.
2. **Consultants.** In adhering to federal tax law, we are prohibited from paying for consultant's travel expenses. All travel expenses will be the responsibility of the consultant including hotel charges and other related charges at our properties.
3. **Recruits.** In an effort to provide the best service and to keep up with professional demands, pre-employment familiarization/interview trips may be deemed necessary. Appropriate approval required, additional considerations may apply, check with Northern Travel.

C. Approval

All travel requests must have the appropriate director or manager approval, see immediate supervisor for clarification. Directors are required to ensure training is necessary and budgeted. Any travel not budgeted must be noted and have Executive approval.

1. **Supporting Documentation.** All travel outside the service area may require supporting documentation indicating the event attending with dates (brochure, meeting notice, etc.). Any travel dates exceeding one-day before or one-day after event dates require clarification/justification. All pertinent travel information should be forwarded with request to Northern Travel, including but not limited to group discounts codes, etc.

C. Charter Service

Charter Service is available if cost effective and/or deemed necessary. Any requests for Charter Service must have Executive authorization.

D. Cancellation

All cancellations must be approved by appropriate director, as many items may be non-refundable such as airline tickets, hotel deposits, registrations, etc. Northern Travel must be notified of all cancellations immediately.

Sault Ste. Marie Tribe of Chippewa Indians Travel Policy

E. Invoice

All invoices for Northern Travel (air arrangements, hotel billings, etc.) will be directly deducted from appropriate cost center and line item noted on travel authorization. Various divisions will be billed for services and payment must be made within 14 days of receipt of invoice.

V. PERSONAL ARRANGEMENTS

Arrangements may be made for employee's personal travel and family members in conjunction with business travel. Arrangements will be made similar to business travel, with a quote being approved by employee. Please note: Personal travel has lower priority than business travel, please have all information readily available (dates, destination, etc.). Payments must be made in full (check, cash, etc.) at time of booking.

A. Services

Personal arrangements are a non-essential service and as such, are subject to workload, possible fees, and approval. See Northern Travel for details.

B. Spouses

The tribe appreciates the fact that employee's may find it necessary or convenient to bring spouses or family members on business trips. Employees can book trips via Northern Travel for their personal needs provided it's within the scope of travel and additional services are not required. Payment arrangements required prior to booking.

VI. FLIGHT ARRANGEMENTS

Flight arrangements will be made to best accommodate the traveler, provided it's cost-effective for the tribe. Please note times of training, meeting, seminar, or event to allow for travel times. **All flight seat assignments will be made in coach class.**

Sault Ste. Marie Tribe of Chippewa Indians Travel Policy

A. Flight Considerations

Any cost-effective flight itineraries (red-eye flights, extra nights stay, etc.) will be weighed with overall cost saving and employee's schedule. All flights made will be for most direct route, any cost savings associated with multi-stops will be discussed with traveler/director. In determining most cost effective flights, all routes will be from local airport areas; non-local airports may be requested if cost-effective (construct costs* vs. actual with parking, mileage, additional time, etc.). Traveler may submit suggested flight itineraries, but final arrangements subject to costs, etc.

* In determining the construct costs of a trip, days and times for most direct route that the tribe would have sent an individual are utilized; 21 day notice is required for construct costs comparison.

Quotes will be given with a recommendation for lowest price itinerary, which the traveler or department contact may accept. If higher priced itinerary requested, Executive Approval is required on an Overage Form.

Any additional costs associated with flight changes regarding personal changes are the responsibility of the employee and payment will be required prior to booking.

B. Itinerary

Traveler or department contact will be given an itinerary showing dates and times with confirmation numbers. Actual tickets/boarding passes must be picked up at airport on date of travel, please arrive at suggested time prior to departure (usually one hour prior).

C. Vacating Scheduled Flight

If your seat is involuntarily vacated, any compensation must be submitted to Northern Travel-- traveler will be reimbursed for any additional costs. Voluntarily vacating your seat is discouraged when traveling on business, and is not permitted if it interferes with work schedule. If voluntarily and it does not interfere with business schedule and all additional travel expenses are borne by the employee, then traveler may keep any compensation received. The employee must notify Northern Travel of any and all occurrences.

Compensation includes: any monies, free ticket vouchers, coupons, etc.

Sault Ste. Marie Tribe of Chippewa Indians Travel Policy

D. **Additional Considerations**

If unforeseen circumstances prevent you from boarding flight, please check directly with airline to obtain next available flight. Supervisor approval may be required if additional charges are incurred for missed flights, flight changes, etc. Without prior approval, any additional costs may be the responsibility of the employee.

VII. **TRANSPORTATION & MILEAGE**

A. **Car Rental**

Car rentals are available if approved and requirements are met (credit card, age limits, etc.). Consideration should be given to conference location, hotel, distance to airport, etc. All cars reserved will be mid-size, unless a compact or a mini-van is requested and/or required. All upgrades and extra amenities (navigation systems, etc.) are prohibited and additional charges will not be reimbursed.

1. **Insurance.** All insurance coverage offered by the car rental agency must be declined-- the Tribe is a self-insurer. If an accident should occur, please obtain the following information: place and time of accident; responding police department along with incident report number; names of other people involved, and a copy of the rental agreement. Complete an organization incident report immediately, along with copies of any of the above information and submit it to the Risk Management department. You are responsible for any additional cost resulting from the unauthorized use of a rental automobile for other than official travel-related purposes.
2. **Payment.** Payment must be made directly to car rental agency. This amount may be included on your advance, or charged to your credit card then reimbursed, all receipts required for reimbursement. Direct Billing: Direct billing is available in some instances. These areas are limited— see Northern Travel for details. All direct billing must have prior approval and is limited to stipulated item; any additional items may be the responsibility of the traveler.

Sault Ste. Marie Tribe of Chippewa Indians Travel Policy

B. **Personal/Government Vehicle Mileage Allowances**

For any travel exceeding 50 miles one-way a company vehicle must be utilized, if available. If an employee chooses a personal vehicle when a company vehicle is available, mileage will be reimbursed at the Reduced Personally Owned Vehicle Rate —as established annually by the Federal Register. If a company vehicle is not available or travel is less than 50 miles one-way, then the POV rate would apply.

Also note, verification stating that no vehicle was available must also accompany any POV reimbursements beyond 50 miles one-way.

1. **Eligible Driver.** To be eligible to drive for tribal business employees must pass a yearly insurance check to utilize company vehicles please contact the Sault Tribe Insurance Department for further information.
2. **Vehicle Availability.** Those departments that have vehicles designated for that purpose may be required to utilize the department vehicle; this will need to be verified with immediate supervisor. For clarification, those departments that do not have designated vehicles may be required to utilize motor pool vehicles. When an outlying area does not have access to vehicles (department or motor pool) the director shall determine if travel is required to obtain a motor pool vehicle or if it is most advantageous to allow personal vehicle.
2. **Motor pool.** Check with supervisory on utilizing motor pool vehicles for conducting tribal business; please see “Motorpool Policy.” To be eligible to drive for tribal business employees must pass a yearly insurance check to utilize company vehicles—please contact the Sault Tribe Insurance Department for details. A motor pool form must be completed to reserve a vehicle.
3. **Rate.** Mileage will be reimbursed concurrent with that of the federal register guidelines, for personal owned vehicles “POV” (please check with Northern Travel for current rates). Company vehicles will only be reimbursed for actual gas used, receipts required.
4. **Travelers.** If more than one person is traveling to same location, it is expected that they travel in same vehicle (up to four travelers). And mileage will be given accordingly. If a traveler chooses to travel separately, they are ineligible for mileage reimbursement and all costs are borne by employee.

Sault Ste. Marie Tribe of Chippewa Indians

Travel Policy

5. ***In-town mileage.*** Exempt positions are not entitled to in-town mileage, as this may be claimed on personal tax return(s). In-town mileage shall be deemed any travel within city limits. Non-exempt positions shall be entitled to all mileage as prescribed.
6. ***Insurance.*** When using a privately owned vehicle for tribal business, an employee should have adequate insurance coverage. An accident should be reported to the driver's own insurance carrier. There will be no financial recourse from the Tribe.
7. ***Construct Costs.*** Mileage for travel is not to exceed the cost of flying to a designated area. If traveler chooses to drive, they will receive lesser amount-- ticket price (construct costs) vs. mileage as determined by Northern Travel. Additional Per Diem associated with driving, i.e. extra days, additional parking, etc. will be compared to the total of a construct cost including transportation. Additional costs above construct costs may be at employee's expense.

C. **Parking**

Parking fees associated with approved travel is reimbursable unless exceeds construct costs as described.

1. Parking fees will be reimbursed up to the most cost effective method available. Valet parking is only reimbursed when no other options are available.
2. Only parking fees associated for official tribal business are reimbursable.
3. When long term parking is required, every effort should be utilized for most cost effective method, including economy lots, taxi alternative, etc.

D. **Taxi/Shuttle**

When performing official travel and the use of a taxi/shuttle service is deemed necessary, you will be reimbursed the usual fare plus tip if no courtesy transportation is available. Receipts required for all transportation costs.

1. ***Courtesy transportation.*** You should use courtesy transportation service furnished by hotels/motels to the maximum extent possible as a first source of transportation between a place of lodging and the airport terminal, local destinations, etc. You will be reimbursed for tips when you use courtesy transportation service.

Sault Ste. Marie Tribe of Chippewa Indians Travel Policy

2. *Advance/Reconciliation.* It may be necessary to advance taxi monies when traveling to high-cost areas check with Northern Travel for estimated amounts.

All transportation monies must have a receipt.

VIII. MEAL ALLOWANCES

Trips that are twelve or more hours in duration will be reimbursed according to the Federal Register. Motel receipts are required for all overnight stays.

A. **Locality**

The Federal Register will be used for all locations. Meal allowances will be based on the traveler's destination. If a destination or county is not on the register, the current standard rate will be used.

B. **Times**

Departure and arrival times must be noted on all travel vouchers. Day trips that exceed 12 hours but are less than 24 will receive 75% of applicable meal rate. Trips that are 24 hours or more will receive 75% on day of departure, 100% on full travel days, and 75% on return date of applicable meal rate.

When travel is		Your allowance is
Less than 12 hours		0 percent of M&IE rate.
More than 12 but less than 24 hours		75 percent of M&IE rate.
24 hours or more, on	The day of departure	75 percent of M&IE rate.
	Full days of travel	100 percent of M&IE rate.
	The last day of travel	75 percent of M&IE rate.

Per Diem rates are to off-set the costs associated with business travel exceeding 12 hours. All tips are included in meal rates; additional tips will not be reimbursed.

C. **Reduced Meal Rates**

It may be appropriate to utilize a reduced meal rate for groups, service area travel, or other travel circumstances. Any reduced rates for meals must be noted on the request prior to the trip.

Sault Ste. Marie Tribe of Chippewa Indians Travel Policy

D. **Conference Meals**

Conferences that provide a meal must be deducted off meal allowances. Each meal has its own rate, see Northern Travel for current rates. Continental Breakfasts are NOT considered a meal and no deduction is required.

E. **Meal Additional Considerations**

When staying with family or other non-traditional locale, meal allowance is up to per diem based on location, receipts required to substantiate incurred costs. Meal per diem limited to individual meal costs incurred up to prescribed per diem.

IX. **LODGING ALLOWANCES**

Hotel preference will be given to conference location within the per diem guidelines unless otherwise indicated.

A. **Rates**

Hotel rates will be based on locality. If hotel costs exceed Federal Register's guidelines, must have Executive authorization on "Hotel Overage Form" limited to Federal Travel Regulation guidelines. Actual lodging receipts are required (credit card receipts are not valid receipts). All tips are included in hotel rates; additional tips will not be reimbursed.

B. **Additional Charges**

Any additional fees from a lodging establishment required to stay or for business use/purposes shall be reimbursable with receipt.

1. **Taxes.** Hotel taxes are not included under lodging expenses. They are reimbursable as a miscellaneous expense. Check with hotel for tax rate. Please note: Every effort should be utilized to lower travel costs including utilizing government rate & tax exemptions, consult with Northern Travel.
2. **Fees.** Any fees associated with obtaining lodging (resort fee, etc.) are entitled to reimbursement. Internet service and business center related charges may be reimbursed if deemed necessary subject to supervisor approval.
3. **Incidentals.** Most hotels require a personal credit card or cash deposit to cover incidentals. The tribal credit card used to secure and/or pay for a room is NOT available for this purpose. Any additional amenities not associated with obtaining lodging (movies, room service, etc.) are deemed personal and are not entitled to reimbursement.

Sault Ste. Marie Tribe of Chippewa Indians Travel Policy

C. **Non-Conventional Lodging**

Any lodging not incurred at a hotel/motel must be reasonable as determined by the Tribe and have receipts in order to be reimbursed. Costs are limited to hotel per diem amount (cabin/campsite, etc.). When staying with family or friends, amount is limited to actual additional costs your host incurs in accommodating you—must be substantiated and can not exceed per diem amount.

D. **Conference Lodging**

Hotel preference will be given to conference site within the per diem guidelines. Travelers attending a conference, and staying at the host hotel, may be allowed up to 25% over the maximum lodging rate for locality.

E. **Hotel Payment**

Some travel arrangements may require full payment prior to travel, or if a traveler requests that the hotel is paid (must be noted on authorization). Check with Northern Travel for complete details.

X. **REGISTRATION**

As a general rule, registration fees are processed utilizing Accounting Services and require a disbursement voucher. Northern Travel may process registration fees for:

- 1) Unplanned travel,
- 2) Registration were paying by check is unavailable, and/or
- 3) Online registration that require credit card for payment.

For all registration, all information must be provided including but not limited to: name, event/classes attending, total costs, etc. Please provide registration forms filled out to expedite payment. Registration must be noted on authorization form to be processed.

XI. **PREPARATION/RECONCILIATION**

To receive travel monies for approved travel, please use following procedures:

A. **Before Travel**

Prepare travel voucher (travel advance/reconciliation form); be sure to fill out completely. Using the Federal Register for hotel and meal rates based on destination. Prepare a disbursement voucher for your travel advance. Submit all to Accounting Services with a copy of approved Travel Authorization form (if necessary), noting date needed.

Sault Ste. Marie Tribe of Chippewa Indians

Travel Policy

1. **Advances.** Advances may be deemed necessary to facilitate travel needs. Please ensure advance requests are authorized and submitted to Accounts Payable at least 14 days prior to the trip. Handcuts checks are for emergency/unplanned situations only (fees apply). No advances will be processed for under \$100.00, these will be processed as a reconciliation.

B. While Traveling

Record your beginning and ending odometer readings if traveling by automobile. All costs require an actual receipt; with exception to meal allowances with a traditional lodging receipt. Credit card receipts are not acceptable in place of vendor receipts. Employee shall have proper identification (i.e. government I.D., tax exemptions, etc.) to receive all available discounts at hotels, airfare, etc.

Additional Considerations. Missed flights that require additional costs must be approved by appropriate director. Emergencies that require a travel to return home unexpected must notify director immediately, Northern Travel can provide assistance if needed. Travel Contingency- if you are unable to proceed with per-approved travel itinerary, any additional costs for travel arrangements require approval. Failure to get approval may deem any additional costs as Non-Compliant.

C. After Travel

A trip report may be required by your immediate supervisory. Prepare a travel voucher/travel advance form listing actual expenses and time of travel; reference the disbursement voucher if one was received. Prepare a disbursement voucher if you are entitled to further reimbursement, with proper authorizations. If monies are to be returned, please make check payable to "Sault Tribe". **Receipts must be received within 14 days upon completion of travel.** If receipts are not received or any outstanding debts are not resolved within the specified time frame, Accounting Service will hold future travel checks for the cost center, until the matter is resolved and/or secure monies through payroll deduction until resolved.

Please note: all requests for reimbursement must be made in a timely manner. Any requests for reimbursement must be submitted in the month the travel dates occurred. Any requests, including monthly reports submitted past 14 days may result in no financial recourse from the Tribe.

Sault Ste. Marie Tribe of Chippewa Indians Travel Policy

X. NON-COMPLIANCY

All employees who travel are responsible for compliancy to this chapter. Failure to follow and/or observe these policies may forfeit tribe's responsibility to pay travel expenses.

-Failure to receive prior approval may result in no financial obligation from the tribe.

-Any and all efforts will be made to reconcile travel including but not limited to payroll deductions of undocumented travel expenditures.

-False claims of travel expenditures may constitute fraud and may lead to employee reprimand including termination.



RESOLUTION NO: 2018-123

**APPROVING SPECIAL COUNSEL CONTRACT
MORISSET, SCHLOSSER, JOZWIAK & SOMERVILLE**

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**Government
Services**

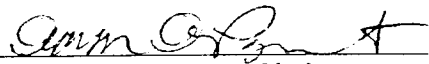
**Membership
Services**

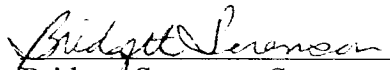
**Economic
Development
Commission**

RESOLVED, that the Board of Directors approves and authorizes the Chairperson to sign the contract between the Sault Ste. Marie Tribe of Chippewa Indians and Morisset, Schlosser, Jozwiak & Somerville, ending December 31, 2018, for the purpose of providing legal services to the Tribe related to treaty fishing rights as set forth therein.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 7 members for, 4 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.


Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians


Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-134

APPROVING LEGAL DEPARTMENT SUPPORT CONTRACT

RESOLVED, that the Board of Directors approves and authorizes the Chairperson to sign the Legal Department Support Contract previously discussed.

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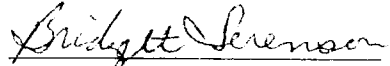
906.635.4969

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.

Government Services


Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians


Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians

Membership Services

Economic Development Commission



RESOLUTION NO: 2018-125

TEAM MEMBER LONGEVITY RECOGNITION PLAN

WHEREAS, the Sault Ste. Marie Tribe of Chippewa Indians and its governmental, enterprises and casino team members have not compensated for their years of service; and

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Government Services

Membership Services

Economic Development Commission

WHEREAS, the Tribe recognizes the need to recognizes its team members with a celebration and acknowledgement of service; and

WHEREAS, in order for the Tribe to retain valuable team members and help increase team member morale it is important to create an incentive plan to reward the team member for their dedication and commitment to their jobs.

THEREFORE, BE IT RESOLVED, the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians approves the team member Longevity Plan that will award a compensation amount that will be added the team member's base wage after the achievement of ten years of service and thereafter at each subsequent five year increment.

THEREFORE BE IT RESOLVED, that for FY18 and prospective future Budgets, this plan shall be included and implemented in all annual budgets of the Government, the Kewadin Casinos Gaming Authority, and the Enterprises.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.

Aaron A. Payment
Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians

Bridgett Sorenson
Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-136

**AUTHORIZATION TO PURCHASE PROPERTY
MANISTIQUE**

Min Waban Dan

**Administrative
Office**

523 Ashmun Street

Sault Ste. Marie

Michigan

49783

Phone

906.635.6050

Fax

906.635.4969

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby authorizes the Tribe's EDC Director to negotiate and enter into an agreement to purchase a parcel of land currently utilized as a commercial storage facility located at 6124 US Hwy 2 in the City of Manistique, Michigan, at a price not to exceed that discussed during the workshop held on this acquisition.

BE IT FURTHER RESOLVED, that upon successful completion of those negotiations, the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby authorizes its Chairperson, Aaron A. Payment and its Treasurer, Dennis McKelvie, or their respective designees, to negotiate and execute any documents necessary to effectuate the purchase of that parcel of land using funds loaned to EDC from Eagle Lending.

**Government
Services**

**Membership
Services**

**Economic
Development
Commission**

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.

Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians

Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-127

**AUTHORIZATION TO PURCHASE PROPERTY
SAULT STE. MARIE**

Min Waban Dan

**Administrative
Office**

523 Ashmun Street

Sault Ste. Marie

Michigan

49783

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906.635.6050

Fax

906.635.4969

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby authorizes the Tribe's EDC Director to negotiate and enter into an agreement to purchase a commercial parcel of land located at 732 W Spruce Street in the City of Sault Ste. Marie, Michigan, at a price not to exceed that discussed during the workshop held on this acquisition.

BE IT FURTHER RESOLVED, that upon successful completion of those negotiations, the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby authorizes its Chairperson, Aaron A. Payment and its Treasurer, Dennis McKelvie, or their respective designees, to negotiate and execute any documents necessary to effectuate the purchase of that parcel of land using funds loaned to EDC from Eagle Lending.

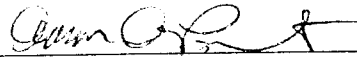
**Government
Services**

**Membership
Services**


**Economic
Development
Commission**

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 10 members for, 1 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.



Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians



Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-128

**MEDC EPOUFETTE HARBOR DEVELOPMENT PROJECT
ESTABLISH OF 2019 BUDGET**

Min Waban Dan

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**Government
Services**


**Membership
Services**

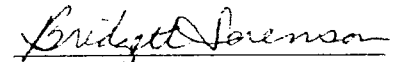
**Economic
Development
Commission**

BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the establishment of a FY 2019 budget for MEDC Epoufette Harbor Development Project with State of Michigan monies of \$96,288.26. No effect on Tribal Support.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.


Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians


Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-129

**TRAP NET CONSENT
2018 BUDGET MODIFICATION**

Min Waban Dan

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49783

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**Government
Services**

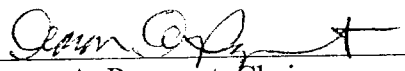
**Membership
Services**

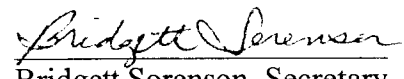
**Economic
Development
Commission**

BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the FY 2018 budget modification to Trap Net Consent to increase State of Michigan monies to \$36,522.65. No effect on Tribal Support.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.


Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians


Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-130

**EDUCATION – EVALUATION OF STAY EXCESS FUNDS
ESTABLISHMENT OF 2018 BUDGET**

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**Government
Services**

**Membership
Services**

**Economic
Development
Commission**

BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the establishment of a FY 2018 budget for Evaluations of STAY – Excess Funds with Other Revenue monies of \$832.19. No effect on Tribal Support.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 13 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.

Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians

Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-131

**EDC MANISTIQUE STORAGE
FY 2018 CAPITAL EXPENDITURE BUDGET**

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**Government
Services**

**Membership
Services**

**Economic
Development
Commission**

BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the FY 2018 Capital Expenditure budget for the Manistique Storage with Other Revenues \$105,000.00. No effect on Tribal Support.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.

Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians

Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-132

**EDC MANISTIQUE STORAGE
ESTABLISHMENT OF FY 2018 BUDGET**

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**Government
Services**


**Membership
Services**

**Economic
Development
Commission**


BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the establishment of a FY 2018 budget for the Manistique Storage with Other Revenues \$2,080.00. No effect on Tribal Support.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.



Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians



Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-133

**EDC SAULT STORAGE
FY 2018 CAPITAL EXPENDITURE BUDGET**

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**Government
Services**

**Membership
Services**

**Economic
Development
Commission**

BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the FY 2018 Capital Expenditure budget for the Sault Storage with Other Revenues \$85,000.00. No effect on Tribal Support.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.

Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians

Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-134

**EDC SAULT STORAGE
ESTABLISHMENT OF FY 2018 BUDGET**

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**Government
Services**

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Services**

**Economic
Development
Commission**

BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the establishment of a FY 2018 budget for the Sault Storage with Other Revenues \$6,600.00. No effect on Tribal Support.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.

Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians

Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-135

**HEALTH CENTER WALK IN CLINIC
2018 BUDGET MODIFICATION**

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**Government
Services**


**Membership
Services**

**Economic
Development
Commission**

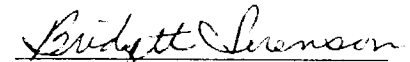
BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the FY 2018 budget modification to Health Center Walk In Clinic for changes in personnel sheet and reallocation of expenses. No effect on Tribal Support.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.



Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians



Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-136

**HEALTH CENTER ST. IGNACE CLINIC
2018 BUDGET MODIFICATION**

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**Government
Services**

**Membership
Services**

**Economic
Development
Commission**

BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the FY 2018 budget modification to Health Center St. Ignace Clinic for changes in the personnel sheet. No effect on Tribal Support.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.

Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians

Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-137

**HEALTH CENTER MANISTIQUE CLINIC
2018 BUDGET MODIFICATION**

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**Government
Services**

**Membership
Services**

**Economic
Development
Commission**

BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the FY 2018 budget modification to Health Center Manistique Clinic for changes in the personnel sheet and reallocation of expenses. No effect on Tribal Support.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.

Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians

Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-138

**ACFS – TRIBAL FOSTER CARE
2018 BUDGET MODIFICATION**

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**Government
Services**

**Membership
Services**

**Economic
Development
Commission**

BE IT RESOLVED, that the Board of Directors of the Sault Ste. Marie Tribe of Chippewa Indians hereby approves the FY 2018 budget modification to Tribal Foster Care for changes in the personnel sheet and a decrease in Tribal Support monies of \$9,957.09.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 11 members for, 0 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.

Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians

Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-139

VIDEO CONFERENCING OF CONSERVATION COMMITTEE MEETINGS

Min Waban Dan

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Government Services

Membership Services

Economic Development Commission

WHEREAS, the Conservation Committee meets once a month to conduct its business; and

WHEREAS, these meetings are held in Sault Ste. Marie making it inconvenient or impractical for tribal members who do not live in Sault Ste. Marie to attend Conservation Committee meeting; and

WHEREAS, the Board of Directors desires to assist tribal members who want to so attend by allowing participation via the Tribe's video conferencing equipment.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors directs tribal administration to coordinate the conduct of Conservation Committee meetings over the Tribe's video conferencing equipment at the Manistique and Munising community centers by assigning those tribal employees who are needed to operate the equipment and keep secure those tribal facilities housing the video conferencing equipment.

BE IT FURTHER RESOLVED, that this directive shall remain in effect until amended or rescinded by subsequent Resolution.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 8 members for, 3 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.

Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians

Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-140

**TRANSFER OF MICHIGAN INDIAN PRESS
INVENTORY AND ASSETS TO EDC**

Min Waban Dan

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**Government
Services**

**Membership
Services**

**Economic
Development
Commission**

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors hereby transfers the possession, control, and management authority over all of the remaining inventory and assets of the Michigan Indian Press to the Sault Tribe Economic Development Commission.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 10 members for, 1 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.

Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians

Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians



RESOLUTION NO: 2018-141

AMENDING TRIBAL CODE CHAPTER 71: CRIMINAL OFFENSES
MEDICAL MARIJUANA

WHEREAS, the Sault Ste. Marie Tribe of Chippewa Indians currently prohibits the possession and distribution of marijuana in Tribal Code Chapter 71: Criminal Offenses; and

WHEREAS, the Sault Ste. Marie Tribe of Chippewa Indians desires to decriminalize the furnishing or possession of medical marijuana in those limited circumstances where furnishing or possession are occur pursuant to and are fully compliant with the provisions of the Michigan Medical Marijuana Act.

NOW, THEREFORE, BE IT RESOLVED, that Tribal Code Chapter 71: Criminal Offenses sections 71.1601 and 71.1603 are hereby amended to read as follows:

71.1601 Furnishing of Marijuana.

(1) Offense. A person commits the offense of furnishing of marijuana, if he knowingly furnishes, sells, or trades in any way marijuana or any portion of the plant cannabis sativa L. or any substance containing it, or hashish, *unless such act occurs pursuant to and is fully compliant with the provisions of the Michigan Medical Marijuana Act, MCL 333.26421 et seq.*

(2) Sentence. A person convicted of the offense of furnishing marijuana may be sentenced to imprisonment for a period not to exceed six (6) months, or a fine not to exceed Two Thousand Dollars (\$2,000.00), or both.


71.1603 Possession of Marijuana.


(1) Offense. A person commits the offense of possession of marijuana, if he knowingly possesses, manufactures, transports, consumes, uses, or cultivates marijuana or any portion of the plant cannabis sativa L. or any substance containing it, or hashish, *unless such act occurs pursuant to and is fully compliant with the provisions of the Michigan Medical Marijuana Act, MCL 333.26421 et seq.*

(2) Sentence. A person convicted of the offense of possession of marijuana may be sentenced to imprisonment for a period not to exceed three (3) months, or a fine not to exceed One Thousand Dollars (\$1,000.00), or both.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 7 members for, 4 members against, 2 members abstaining, and that said resolution has not been rescinded or amended in any way.


Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians


Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
Chippewa Indians

Min Waban Dan

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**Government
Services**

**Membership
Services**

**Economic
Development
Commission**



RESOLUTION NO: 2018-142

URANIUM TESTING FOR SCATTERED SITES WELLS

WHEREAS, the Sault Ste. Marie Tribe of Chippewa Indians is a duly organized Indian Tribe under the Indian Reorganization Act of June 15, 1934 (48 stat. 37); and

WHEREAS, the Indian Health Services has special project funding available that requires no tribal match; and

WHEREAS, special project funding can be used to test previously treated Sanitation, Scattered Sites Recipients for Uranium Levels to the current federal standards; and


WHEREAS, the Environmental Department is dedicated to ensuring that all tribal owned homes previously serviced in the designated area are tested; and

WHEREAS, the Environmental Department requires funding to accomplish this Uranium testing.

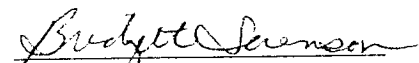
NOW, THEREFORE, BE IT RESOLVED, the Sault Tribe Board of Directors hereby authorizes the Chairperson or his duly authorized representative, to submit an application requesting \$10,000 for a Special Projects Grant, administered by the Indian Health Services, to initiate a Uranium Testing Project on the specifically identified tribal owned homes and directs the Environment Department, to administer the grant on the Tribe's behalf.

CERTIFICATION

We, the undersigned, as Chairperson and Secretary of the Sault Ste. Marie Tribe of Chippewa Indians, hereby certify that the Board of Directors is composed of 13 members, of whom 12 members constituting a quorum were present at a meeting thereof duly called, noticed, convened, and held on the 12 day of June 2018; that the foregoing resolution was duly adopted at said meeting by an affirmative vote of 9 members for, 2 members against, 0 members abstaining, and that said resolution has not been rescinded or amended in any way.



Aaron A. Payment, Chairperson
Sault Ste. Marie Tribe of
Chippewa Indians



Bridgett Sorenson, Secretary
Sault Ste. Marie Tribe of
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Government Services

Membership Services

Economic Development Commission