

CALHOUN COUNTY
PROCEEDINGS OF THE
BOARD OF COMMISSIONERS

February 18, 2010

The Regular Session of the Calhoun County Board of Commissioners convened at 7:02 p.m., Thursday, February 18, 2010 in the Commissioners' Meeting Room, County Building, Marshall, Michigan.

Roll Call: Present: Comrs. Camp, Gerow, Haadsma, Lee, Rae and Rocho. Excused: Comr. Todd.

Staff Present: Sheriff Allen Byam, County Administrator/Controller Kelli Scott, Senior Services Manager Carl Gibson, Corporation Counsel Richard Lindsey, Jr., Human Resources Manager Kim Archambault, Health Officer James Rutherford, Finance Director Mark Stuhldreher, Equalization Director John Hippensteel, Health Department Fiscal Officer John Eva and Deputy Clerk/Board Executive Secretary Mary Lou Barrett.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Invocation was given by Nottawaseppi Huron Band of Potawatomi Indian Band Elder Henry Tiq Bush; followed by the Pledge of Allegiance, led by Comr. Lee.

APPROVAL OF AGENDA:

“Motion by Comr. Rocho, supported by Comr. Haadsma, adopt the following: Resolved by the Calhoun County Board of Commissioners approve the February 18, 2010 agenda, as amended, with deletion of Item 8.A. - Special Tribute in Remembrance of Jude Lonergan, and addition of Item 8.C. - Excellence in Financial Reporting Award.”

Voice Vote: Motion CARRIED

APPROVAL OF MINUTES:

“Motion by Comr. Camp, supported by Comr. Lee, adopt the following: Resolved by the Calhoun County Board of Commissioners approve the February 4, 2010 minutes as presented.”

Voice Vote: Motion CARRIED

SPECIAL ORDER OF BUSINESS:

International Food Protection Training Institute Presentation

International Food Protection Training Institute President Stephen Benoit stated that the Institute is a public-private collaboration to advance food protection headquartered in Battle Creek. Mr. Benoit advised that the Kellogg Foundation has committed \$7 Million in support of start-up operations. The Institute's vision is to establish a global food protection resource development and collaboration network and provide food protection training that meets U.S. food safety standards. Mr. Benoit advised that the Institute received federal funding, and the Institute is putting together its curriculum.

Comr. Haadsma thanked Mr. Benoit for the presentation and for allowing community members to attend the Institute's Open House last Thursday.

Chairman Rae advised Mr. Benoit that the Commission is committed to fostering economic development and wishes to support and collaborate with the Institute.

Excellence in Financial Reporting Award Presentation

Governmental Finance Officers Association Representative Tom Skrobola presented the award to Finance Director Stuhldreher for the county's 2008 Comprehensive Annual Financial Report.

CONSENT AGENDA:

Res. 21-2010

"Motion by Comr. Rocho, supported by Comr. Gerow, adopt the following: Resolved by the Calhoun County Board of Commissioners approve the following February 18, 2010 Consent Agenda as presented:

A. Petitions, Communications, Reports:

- (1) Resolution received from Charlevoix County encouraging the State to negotiate a prorated payment schedule for counties that do not utilize the entire programming element of the GEMS Election Management Systems software. (Received and placed on file)
- (2) Fourth Quarter 2009 Out-of-State Travel Report
- (3) 2009 Carry-Forward of Capital Improvement Projects Listing"

**Board of Commissioners
February 18, 2010**

Voice Vote: Motion CARRIED

SPECIAL COMMITTEE/WORKSHOP/BOARD REPORTS:

FireKeepers Local Revenue Sharing Board

Chairman Rae reported that the Board has met officially three times and is close to finalizing its bylaws. County Administrator/Controller Kelli Scott advised that the Board received its first revenue payment, which was almost double what had been anticipated.

Calhoun County Consolidated Dispatch Center Authority Governing Board

Chairman Rae addressed the various bodies represented on the Authority, stating that the Authority has worked very well and things are on schedule for the Center to open in March. Chairman Rae reported that a test of the ability to transfer calls from the Battle Creek operation to the Center have been conducted and the test was successful.

Senior Millage Allocation Committee

Comr. Rocho reported that the senior millage expires this year and will be placed upon the ballot. A sub-committee will be providing educational information to the community.

PETITIONS AND NEW BUSINESS:

County Administrator/Controller's Report

Michigan Local Government Benchmarking Consortium

Ms. Scott reported that the county joined the Consortium which is administered through Michigan State University. The Consortium is comprised of forty local governmental units, including five counties, with the goal to assess current performance and provide a comparison of processes. The cost to join was \$500 for which the county shall receive a report each year in the Fall that shall include up to twelve survey topics or areas of local government functions.

Comr. Camp inquired which counties participate, and how the report shall measure mandated versus non-mandated services.

Ms. Scott responded that the measurements do not pertain to mandated versus non-mandated services; and advised that she does not have the list of counties with her, however, can provide the list.

**Board of Commissioners
February 18, 2010**

Discovery of Non-Filing Businesses Contract

Ms. Scott advised that the Equalization Department is recommending an agreement with Tax Management Associates, Inc. to provide discovery services to ensure all businesses are filing required personal property tax statements. Ms. Scott stated that with property tax valuations declining this is another tool to ensure that businesses are paying their fair share of taxes.

Tax Management Associates President Robert Lucas provided a history of the Firm and how information is collected, and advised that the Firm assists communities in discovering revenue. Mr. Lucas stated that the program supplements what the assessors are supposed to be doing and that he expects to add ten to fifteen percent more on the county's tax rolls.

Comr. Camp questioned the Firm's fee. Mr. Lucas responded that the Firm receives \$250 per account. Comr. Rocho stated that it would be important to know the actual tax discovery per account. Comr. Camp addressed the Firm's method of discovery, questioning who would be assigning the value if a business does not respond to the Firm's written inquiry. Mr. Lucas responded that the Firm also has a call center.

Comr. Haadsma requested Mr. Hippensteel address the usefulness of such a tool. Equalization Director John Hippensteel advised that the service came to his attention from the assessor for the City of Battle Creek. Mr. Hippensteel stated that he met with the Tax Management Associates staff and thought that the service might be worthy. Mr. Hippensteel advised that he supports the service.

Health Department Staff Position FTE Increase

Ms. Scott advised that the Health Department requests that the Pennfield Schools nurse's hours be increased from three days per week to four days per week. There is no General Fund impact as the contract is supported by the school district.

Res. 22-2010

“Motion by Comr. Rocho, supported by Comr. Lee, adopt the following: Resolved by the Calhoun County Board of Commissioners approve the Health Department's request to increase the Pennfield School Nurse's FTE from .45 to .604 (4 days per week).”

Roll call vote: Yes - 6 (Comrs. Haadsma, Lee, Rae, Rocho, Camp and Gerow)
Excused - 1 (Comr. Todd)
Motion CARRIED

Health Department FYE 2010 Staffing Authorization Amendment

**Board of Commissioners
February 18, 2010**

Ms. Scott advised that the request is to add a Clinic Coordinator position and eliminate a Health Educator II position within the same union. The new position shall be filled through a promotion.

Res. 23-2010

“Motion by Comr. Haadsma, supported by Comr. Gerow, adopt the following: Resolved by the Calhoun County Board of Commissioners approve the Health Department’s request to amend the Department’s FYE 2010 Staffing Authorization by adding a Clinic Coordinator position (IUOE Step O-2, \$25.02 hourly), and eliminating a Health Educator II position.”

Comr. Rocho inquired whether there shall be Health Educator duties that the Department shall not be able to fulfill. Health Department Fiscal Officer John Eva responded that the Department has other Health Educators to which the duties shall be shifted. Mr. Eva stated that if funding becomes available through a grant in the future, staffing could be expanded.

Roll call vote: Yes - 6 (Comrs. Lee, Rae, Rocho, Camp, Gerow and Haadsma)
Excused - 1 (Comr. Todd)
Motion CARRIED

Health Department FY 2010 Budget Amendments

Res. 24-2010

“Motion by Comr. Haadsma, supported by Comr. Rocho, adopt the following: Resolved by the Calhoun County Board of Commissioners approve the Health Department’s FY 2010 budget amendments, as presented by the Finance Department, in response to the Senior Millage grant receipt to initiate senior hearing and vision services.”

Roll call vote: Yes - 6 (Comrs. Rae, Rocho, Camp, Gerow, Haadsma and Lee)
Excused - 1 (Comr. Todd)
Motion CARRIED

New World Financial Management System Implementation Professional Services Agreement

Ms. Scott stated that the Agreement provides for the Azimuth Group to implement the new financial management system. Ms. Scott advised that Azimuth Group has been working under another agreement for the past year or two.

Res. 25-2010

“Motion by Comr. Rocho, supported by Comr. Lee, adopt the following: Resolved by the

**Board of Commissioners
February 18, 2010**

Calhoun County Board of Commissioners approve the Professional Service Agreement between Calhoun County and Azimuth Group, Inc. for an amount not to exceed \$180,000 for services and an amount not to exceed \$34,800 for out-of-pocket costs, for a total not to exceed \$214,800; further, authorize the Board Chairman to execute said Agreement on behalf of Calhoun County.”

Roll call vote: Yes - 5 (Comrs. Rocho, Camp, Haadsma, Lee and Rae)
Present, Not Voting - 1 (Comr. Gerow)
Excused - 1 (Comr. Todd)
Motion CARRIED

CLAIMS PAYABLE LISTINGS:

Res. 26-2010

“Motion by Comr. Camp, supported by Comr. Gerow, adopt the following: Resolved by the Calhoun County Board of Commissioners approve payment of the list of claims against the county in the total amount of \$1,729,693.63 for the two {2} weeks ending February 10, 2010.”

Roll call vote: Yes - 6 (Comrs. Camp, Gerow, Haadsma, Lee, Rae and Rocho)
Excused - 1 (Comr. Todd)
Motion CARRIED

ANNOUNCEMENTS:

Comr. Camp advised that she shall be hosting a coffee hour from 9:30 a.m. to 11:00 a.m. on Saturday, February 20 at Caribou Coffee on Beckley Road in Battle Creek.

CLOSED SESSION:

Res. 27-2010

“Motion by Comr. Haadsma, supported by Comr. Gerow, adopt the following: Resolved by the Calhoun County Board of Commissioners meet in Closed Session for the purpose of labor negotiations.”

Voice Vote: Motion CARRIED

The Board met in Closed Session commencing at 8:13 p.m. until 8:20 p.m. with County Administrator/Controller Kelli Scott, Finance Director Mark Stuhldreher, Human Resources Manager Kim Archambault, Corporation Counsel Richard Lindsey, Jr. and Deputy Clerk/Board Executive Secretary Mary Lou Barrett present.

**Board of Commissioners
February 18, 2010**

OPEN SESSION -- Assistant Prosecuting Attorneys Association Labor Agreement Ratification

Res. 28-2010

“Motion by Comr. Haadsma, supported by Comr. Rocho, adopt the following: Resolved by the Calhoun County Board of Commissioners ratify the two (2) year Collective Bargaining Agreement between the Calhoun County Board of Commissioners and the Calhoun County Assistant Prosecuting Attorneys Association for the period commencing January 1, 2010 through December 31, 2011.”

Roll call vote: Yes - 5 (Comrs. Gerow, Haadsma, Lee, Rae and Rocho)
No - 1 (Comr. Camp)
Excused - 1 (Comr. Todd)
Motion CARRIED

ADJOURNMENT:

The meeting adjourned at 8:21 p.m at the call of the Chair.

mlb