

CALHOUN COUNTY
PROCEEDINGS OF THE
BOARD OF COMMISSIONERS

July 18, 2013

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, July 18, 2013 in the Commissioners' Meeting Room, County Building, Marshall, MI.

Chair Kale called the meeting to order and requested the Deputy Clerk call the roll.

Present: Comrs. Dunn, Todd, Haadsma, Frisbie, King, VanSickle and Kale

Staff Present: County Administrator/Controller Kelli Scott, Human Resources Director Kim Archambault, Assistant County Administrator Brad Wilcox, and Deputy Clerk Chris McComb

2 and 3. INVOCATION AND PLEDGE OF ALLEGIANCE

The Board held a moment of silence followed by Comr. King leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

"Moved Comr. Dunn, supported by Comr. Todd to approve the agenda of the July 18, 2013 Regular Session of the Calhoun County Board of Commissioners as presented."

On a voice vote, Motion **CARRIED**.

5. APPROVAL OF MINUTES

A. Minutes of the July 11, 2013 Regular Session

"Moved Comr. VanSickle, supported by Comr. King to approve the minutes of the July 11, 2013 Regular Session of the Calhoun County Board of Commissioners as presented."

On a voice vote, Motion **CARRIED**.

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Assistant Prosecutor Matthew Smith stated the Prosecutor's office had been making good progress on cold cases and had a few going to trial in the next couple months. He stated they were still working with the pawn shops on the metals law. He stated everything was going well in the office and he stated they had a great staff.

8. SPECIAL ORDER OF BUSINESS

There was none.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Human Resources Personnel Report for June 2013
2. County of Marquette Resolution Requesting Full Funding of Revenue Sharing

B. Resolutions

Res. 127-2013

"Moved Comr. Dunn, supported by Comr. Todd to approve the following: Resolved the Calhoun County Board of Commissioners do hereby approve the consent agenda of the July 11, 2013 Regular meeting."

On a voice vote, Motion **CARRIED**.

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

There was none.

11. UNFINISHED AND OLD BUSINESS

There was none.

12. NEW BUSINESS AND COUNTY ADMINISTRATOR'S REPORT

A. County Administrator/Controller's Report

Administrator/Controller Scott stated she sent out a Board update report and would touch on a few of the items within the recent report:

- The Board of Health held a meeting on July 15 and at the meeting it was announced that the Environmental Health Division would take over the County's solid waste and recycling functions. She stated she was looking forward to the Health Department being able to do a greater job with outreach. She stated they would need to address recycling immediately and focus on additional programming for longer term. She stated there would be two vacancies on the Board of Public Health, and so they have formed a committee, on which Comr. Dunn will serve, to recommend candidates to the Board of Commissioners. She stated their Finance/Budget Committee, on which Comr. Dunn will also serve, will be working on the budget for their Fiscal Year 2014, which starts October 1.
- The Board Budget Committee met to review the 2013 mid-year budget status and the initial 2014 budget forecast. She stated we were projecting a \$1.2 million shortfall this year—worst case scenario, which would be filled using accumulated fund balances in the special revenue, internal service and CIP funds. She noted we had new elected officials who inherited budgets that they were trying to work with. She stated Sheriff Saxton has been attending the budget meetings to discuss the Public Safety budget, and that he has been implementing steps to address both revenue diversity and expenditure savings. She stated we were looking at about a 5% or \$2 million deficit going into 2014.
- The new Managing Director of the Road Department, Jerry Peterson, will start July 22. She stated he would be meeting that same week with the Road Department staff and the Executive Team and he would hit the ground running.

B. New Business

1. Agreement with Summit Pointe

Administrator/Controller Scott stated this was the renewal of an annual agreement with Summit Pointe that began a few years ago and relates to the Envision Center, which addresses those with autistic spectrum issues. She stated the agreement was for us to pay Summit \$25,000 toward school nurse training, and that they in turn leveraged the dollars as a local match for federal funding that can be returned to Calhoun County, with an additional \$5,000 in administrative overhead for the Health Department. She noted the fiscal impact was built into the Health Department's budget next year and Corporation Counsel had reviewed and approved the agreement.

Comr. Haadsma asked if we had a more specific idea of what training the nurses were getting for autistic kids.

Scott stated there was no one from the Health Department present to answer the question but the training was through the Envision Center, which was run by Summit Pointe. She stated the nurses had

gotten this training in the past and there had been no issues. She would ask the Health Department to supply more information.

Res. 128-2013

“Moved Comr. Frisbie, Supported by Comr. Dunn to approve the following: Resolved, the Calhoun County Board of Commissioners does hereby approve the Agreement with Summit Pointe as presented and authorizes the Administrator/Controller to sign the agreement on behalf of Calhoun County.”

On a roll call vote – Yes – 7. Motion **CARRIED**.

2. 2011 Michigan Citizen Corps Program Intergovernmental Funding Agreement between Van Buren County and Calhoun County

Administrator/Controller Scott stated this agenda item came from the Office of the Sheriff, Emergency Management. She stated this was the State’s 2011 program and Van Buren County serves as the fiscal agent.

Emergency Management Director Durk Dunham stated the funding would provide \$1500 that was very important to the Sheriff’s office and the CERT program and there was no fiscal impact. He stated CERT has expanded with a search and rescue program and Lori Phillips did a fantastic job developing the program. He stated the Calhoun County search and rescue team encompasses 25% of the state certified people and they had been called out by the State Police and Kent County. He stated the money would help with even more expansion. He noted the state is always behind on their grant years.

Res. 129-2013

“Moved Comr. VanSickle, Supported by Comr. Frisbie to approve the following: Resolved, the Calhoun County Board of Commissioners does hereby approve the 2011 Michigan Citizen Corps Program Intergovernmental Funding Agreement between the County of Van Buren and the County of Calhoun.”

On a roll call vote – Yes -7. Motion **CARRIED**.

3. Award of Vehicle Replacement RFB#112-13 for the Purchase of Ford Police Interceptor Sedans

Administrator/Controller Scott stated this was the bid award for the purchase of police cars for the Sheriff’s Office.

Assistant Administrator Wilcox stated this was an annual bid and Boshears was the only bidder. He stated the money was available in the Capital Improvement Fund and we lease vehicles over a three year period.

Comr. Frisbie stated he noticed we could have saved by going with the state purchasing contract but it looked like there were delivery fees that would make up the difference.

Wilcox stated we couldn't use the state price as leverage and we liked to use local vendors. He stated we had a vehicle replacement system so the departments could replace older vehicles.

Comr. Todd asked who had the bid before.

Wilcox stated Boshears had been successful every time we have had a Ford exclusive bid.

Res. 130-2013

“Moved Comr. Haadsma, Supported by Comr. Dunn to approve the following:
Resolved, the Calhoun County Board of Commissioners do hereby approve the award of RFB#112-13 for the purchase of Ford Police Interceptor Sedans, to Boshears Ford Sales in the amount of \$68,639.”

On a roll call vote, Yes – 7. Motion **CARRIED**.

4. Award of Bid for Sodium Chloride (Bulk Ice Melt Salt)

Administrator/Controller Scott stated this was the award of the bid for sodium chloride or ice melt salt. She stated this was one of the bids the purchasing team was overseeing.

Assistant Administrator Wilcox stated this was an annual bid for the Road Department for salt to use for deicing. He stated the bid was for up to 10,000 tons of sodium chloride and Morton was the lowest bid at \$40/ton. He estimated savings of about \$44,000 for a one year contract.

Comr. Haadsma asked if there was a local bidder.

Wilcox stated Morton Salt was out of Chicago but their yard is in St. Joseph County. He stated their price also includes a pick up price to save on going to get the vehicles.

Res. 131-2013

“Moved Comr. Frisbie, Supported by Comr. Dunn to approve the following:
Resolved, the Calhoun County Board of Commissioners do hereby approve the purchase of up to 10,000 tons of sodium chloride (bulk ice melt salt) from Morton Salt for the delivered price of \$40 per ton.”

On a roll call vote, Yes – 7. Motion **CARRIED**.

5. Purchase of Two Dump Bodies and Related Equipment

Administrator/Controller Scott stated this bid was for the purchase of truck equipment for the Road Department plow trucks the Board approved recently.

Wilcox stated the purchasing teams have been invaluable and this was one of those bids. He stated they talked to the mechanics and operators and they knew exactly what the trucks need. He stated the true value was in the decisions and how we would be able to maintain equipment and perform the job. He stated we received two bids and we were recommending Knapheide with the remainder of the CMAC grant. He stated we bought the trucks first, now we were equipping them. He stated the grant was an 80/20. He stated they put several options out in the bid and were able to purchase more for the money.

Res. 132-2013

“Moved Comr. Frisbie, Supported by Comr. Dunn to approve the following:

Resolved, the Calhoun County Board of Commissioners do hereby approve the purchase of two dump bodies and related equipment for Road Department dump trucks from Knapheide Truck Equipment in an amount not to exceed \$146,864.”

On a roll call vote, Yes – 7. Motion **CARRIED**.

6. Approval of the Act 51 Report

Administrator/Controller Scott stated MDOT required approval of the Act 51 Annual Report by the Board. She stated this contained some financial information that is also in the annual audited financial statements, and this report is due July 31 after an extension granted by MDOT. She highlighted a couple items, stating the balance sheet was similar to last year, and that accounts receivable balance was similar to the prior year’s balance. She explained the real highlight of the finances was that there was \$10.7 million in revenues and \$9.7 million in expenditures, adding about \$1 million to the fund balance. She stated a lot of the Road Department’s fund balance was tied up in inventory. She stated after inventory their spendable fund balance is about \$800,000. Scott stated a lot needs to stay in the Road Fund balance to have reserves and some of the excess would pay for a few one time or emergency projects or ones that would put us ahead going into next year. She explained there was some additional statistical information in this report that was not in the audit. She stated when the Task Force reviewed the books for the Road Department, the fringe benefit rate was estimated at 89% of payroll last year based on 2011. She stated the actual was 104% for 2011 and 120% for 2012. She stated we were trying to address the issue in collective bargaining. She stated the report also shows in detail by township the list of expenditures. Scott stated it shows that \$435,000 was contributed by ten townships for their local match. She stated she would add more information to this when the audit report is presented. She stated Plante & Moran would be doing an I.T. assessment at the Road Department as we looked at ways to save costs, improve computer performance and connections and update the phone system.

Comr. Frisbie asked if there were other counties in the same condition as related to the finances and fringe benefit rate.

Scott stated she had not seen Act 51 reports from other counties yet this year, but would guess yes.

Res. 133-2013

“Moved Comr. Dunn, Supported by Comr. VanSickle to approve the following:

Resolved, the Calhoun County Board of Commissioners do hereby approve the Act 51

Report and authorize the Board Chair and County Administrator/Controller to sign the cover page and return the report to the Michigan Department of Transportation (MDOT).”

On a roll call vote, Yes – 7. Motion **CARRIED**.

7. June 2013 Financial Statements

Administrator/Controller Scott stated the June 2013 Financial Statements were presented for informational purposes. She stated this was the same information shared with Budget Committee. She stated we may have to transfer from reserves to take care of revenue shortfalls due to things such as public safety jail bed rentals, lower volumes in traffic tickets, fines and penalties, and that the Prosecutor and Water Resources may have overages in expenditures. She stated we would be down to bare minimum if we used the reserves again this year. She stated we would be revisiting and looking at ways to maintain our facilities to avoid paying later due to capital projects that did not get done. She stated the Department Heads were working hard to keep themselves and staff updated, they were collaborating and putting as much service online as possible. She stated she is hoping the next six months will be better than the worst-case scenario shows.

Res. 134-2013

“Moved Comr. Haadsma, Supported by Comr. Dunn to approve the following:
Resolved, the Calhoun County Board of Commissioners does hereby accept the June 2013 Financial Statements for informational purposes.”

On a voice vote, Motion **CARRIED**.

13. CITIZEN’S TIME

There was none.

14. COMMISSIONERS TIME

Comr. VanSickle asked if there were any updates on 23 Mile Road in Marengo Township. Interim Road Department Managing Director Bob Griffis stated he gather information and report to Comr. VanSickle.

Comr. Todd stated he had the opportunity to speak to some diverse individuals at a rally sponsored by the Urban League and the NAACP at the Sojourner Truth Memorial. He stated there were issues brought up by Trayvon Martin’s death that are similar to what happens in our community and they hoped to bring about awareness. He will keep everyone updated.

15. CLAIMS PAYABLE

There was none.

16. ANNOUNCEMENTS

There was none.

17. ADJOURNMENT

The meeting was adjourned at 7:45 p.m. at the call of the Chair.

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Chairman
Calhoun County Board of Commissioners

Clerk
Calhoun County