

**CALHOUN COUNTY**  
**PROCEEDINGS OF THE**  
**BOARD OF COMMISSIONERS**

May 15, 2014

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, May 15, 2014 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, Assistant County Administrator Brad Wilcox, Human Resources Director Kim Archambault and Deputy Clerk Chris McComb

2 and 3. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

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

4. APPROVAL OF AGENDA

"Moved Comr. Dunn, supported by Comr. King to approve the agenda of the May 15, 2014 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 April 22, 2014 Special Session and the May 1, 2014 Regular Session

"Moved Comr. VanSickle, supported by Comr. Todd to approve the minutes of the April 22, 2014 Special Session and the May 1, 2014 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

Sheriff Matt Saxton stated the Sheriff's Office went live with their new Records Management System and Jail Management System. He stated for the prior two weeks they were operating both systems side by side for book in and book out but shut the old system down today. He applauded staff for their hard work and dedication during a stressful time. He stated they also had an ICE inspection that went very well and they had struggled to find anything to write up.

Treasurer Christine Schauer stated her office was handling foreclosures and the turning over of 2013 delinquents from the local entities. She stated they had foreclosed 340 parcels, up from 308 last year, but 51 of the parcels were vacant lots bought by the same buyer at the County auction in 2011 for \$50 each. She noted about 60% of the foreclosures were in the City of Battle Creek, 14% in Albion and the rest were scattered throughout the county. She stated they had people with hardship extensions so they may end up with more foreclosures after the June 2 non-homestead deadline. She stated they had helped a number of taxpayers not only with hardship extensions buy by connecting them with the Step Forward Program, which helps qualifying people catch up on their taxes so they can keep up going forward. Schauer explained they had brought in over half a million dollars in tax dollars from the Step Forward Program working with about 120 taxpayers. She stated there were close to 3,000 properties forfeited last year but there were under 2,600 this year so there is improvement. She stated they were working on settling the delinquents and the 2013 taxes that came over from the local entities. She stated they initially received about 10,000 parcels but most were paid. She stated they just had their bid opening for the bond for the Delinquent Tax Anticipation Notes and would be borrowing \$7 million from the low bidder, Chemical Bank. She stated they anticipated they would be getting checks out to the local governments in the next week.

Comr. Todd inquired how the Treasurer's Office learned of the Step Forward Program.

Treasurer Schauer stated the program had been around for a while and it was the same program that was helping people catch up their mortgage payments. She stated they had done a lot of outreach, trying to steer people to organizations that helped or they would bring people into the office to help them fill out the paperwork.

## 8. SPECIAL ORDER OF BUSINESS

### A. 2014 Armed Forces Day Tribute

Comr. Kale read the tribute into the record.

**WHEREAS**, The Armed Forces of the United States of America embody the highest ideals of our Nation. Serving at home and in posts around the world, our service members represent America as ambassadors of our principles. They display the honor, duty, and discipline of the finest fighting force the world has ever known. These brave men and women are willing to sacrifice their lives for the security of our Nation and the freedoms of their fellow citizens. We are humbled by their continued resolve to respond to the call of duty and defend America and its people; and

**WHEREAS**, our men and women in uniform put their lives at risk, placing their country’s safety and security above their own, seeking to secure freedom and liberty for oppressed people around the world; and

**WHEREAS**, the words of President Dwight D. Eisenhower written in 1953 remain true today: “It is fitting and proper that we devote one day each year to paying special tribute to those whose constancy and courage constitute one of the bulwarks guarding the freedom of this nation and the peace of the free world.” On Armed Forces Day, our grateful Nation salutes the brave men and women who protect our country, defend freedom, and help make our world a better place.

**NOW, THEREFORE, WE**, the Calhoun County Board of Commissioners, do hereby thank and honor our men and women in uniform on **Saturday, May 17, 2014 - Armed Forces Day 2014** and call upon all citizens of the County of Calhoun to take a moment this day to join us and others in honoring them and remembering those that have given their lives to protect our freedoms in this great country, and encourage everyone to attend our local events in their honor.

Res. 65-2014

“Moved Comr. Haadsma, supported by Comr. Dunn to approve the 2014 Armed Forces Day Tribute as presented.”

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

- B. Public Hearing to Receive Comment Regarding the Non-Entitlement Residential Blight Removal Grant Application

Res. 66-2014

“Moved Comr. Todd, supported by Comr. Dunn to open the public hearing to receive comment regarding the Non-Entitlement Residential Blight Removal Grant Application.”

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

Chair Kale declared the public hearing open.

Land Bank Executive Director Krista Trout-Edwards stated all communities in Calhoun County were Non-Entitlement except the City of Battle Creek. She noted the grant required the Land Bank be the subgrantee. She stated this was very similar to the one received for Albion last fall, there was a lot of interest from some of the townships and the City of Albion to collaborate on more demolitions so the local entities were asked if they would like to participate and help with the local match. She stated they checked properties to confirm they met the grant qualifications and found 17 in Albion and two in Emmett. She stated they were requesting just over \$158,000 from the Federal Government Grant and the local match is comprised of just over \$30,000 from the City of Albion, \$18,000 from the Land Bank, and \$4,000 from Emmett Township. She stated the funds would be used for demolition and site restoration. She stated it was exciting from a collaboration standpoint because they hadn’t worked with Emmett Township before and Albion is investing money in blight removal. She stated the grant was submitted on April 25 and they should know by the end of June if they would be awarded.

Comr. King inquired who would do the demolition work and if the Land Bank would bid out the work.

Executive Director Trout-Edwards stated they would put out a Request for Proposal and noted they had a good bank of companies to work with.

There was no public comment.

Res. 67-2014

“Moved Comr. Todd, supported by Comr. Dunn to close the public hearing regarding the Non-Entitlement Residential Blight Removal Grant Application.”

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

There were none.

B. Resolutions

1. Calhoun County Board of Health Appointment  
(Term to begin July 21, 2014 and expire December 31, 2014)

{a} Rick Hensley (Replacing Rick Tsoumas)

Res. 68-2014

“Moved Comr. Dunn, supported by Comr. Frisbie to approve the following:  
Resolved the Calhoun County Board of Commissioners does hereby approve the Consent Agenda of the May 15, 2014 Regular Session.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. VanSickle stated the May Planning Commission meeting had been cancelled so the next meeting would be the regularly scheduled June meeting.

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 that afternoon she had received a special alert from the Michigan Association of Counties reporting on the Revenue Estimating Conference at the State level. She stated the conference came back with the estimate that revenues for the State's Fiscal Year 2015 would be just over \$250 million less than was originally used in the Governor's budget recommendation. She noted that to put that into context the total budget for county revenue sharing was \$211 million so the State budget deficit would be more than our total allotment of revenue sharing. She stated the concern was that when budget considerations came about, there would be less than the full funding that the Governor recommended. She stated that for the first time in 14 years, the Governor had recommended funding that would bring our revenue sharing back up to \$3 million which would mean an additional \$660,000 to the county. She urged the Commissioners to contact our local Representatives and Senator to have them insist that county revenue sharing be a priority even though there was a shortfall at the state level for the budget.

Scott stated Managing Director Peterson continued to restructure the management at the Road Department with the creation of two new positions. She explained the first was Project Management and Design Coordinator who would work closely with the Engineer, Purchasing Team, and providing technical information. She stated Hershel Stacy, the current Supervisor, would be moving into that position. She stated the new Director of Operations position was created to replace the part time, contracted position with Jackson County. She stated we needed continuity and more time from this person. She stated they had done interviews, Matthew Nissan was selected for the position, and would start Monday. She stated he was the most qualified and came with 24 years of experience managing Manistee County's road crews.

Scott announced the Road Department had changed its schedule this summer and would run a five day operation with the office open Monday through Friday as well. She explained that road crews would alternate and would patch for five days straight. She stated we were hoping it would be better for customer service and communication standpoint.

Scott stated the agenda was amended shortly before the meeting, to add the Public Hearing and delete the item to finalize the Marshall Regional Law Enforcement Center. She stated Corporation Counsel Lindsey had done a good job in describing the background and history of this proposal, stating this was a "historic partnership" between the State Police, the City of Marshall and the County. She stated Senator Nofs staffer Greg Moore reminded them the Government's pace was not quick but we needed this to be right and sometimes it takes a long time. She stated financing was in place through the issuance of bonds, they had been working on several lease agreements, which along with an Interlocal Agreement between the City, County and State, had been finalized and the City of Marshall had approved it at its prior Council meeting. She stated the Lease for Space Occupied had been approved by the City, the Staffing Agreement had been finalized and we had the CGAP grant award to accept so we were ready. She explained we pulled the item from the agenda because we were still negotiating with the State on the sublease with the State. Scott explained we are leasing space from the City, the State will sublease

its portion from us then the State would reimburse us for its portion of the debt service. She explained we would issue the bonds, take the credit risk and take assume that debt because we had the capacity and because we could get the best interest rate. She stated everyone was in agreement with the concept but the State Real Estate Department had concerns on the per square foot price and wanted to continue negotiation. She stated our Financial Advisor and Bond Counsel were not happy with it but we will continue to negotiate. She stated we were working toward bringing all of the agreements to the June 5 Board meeting because it made more sense to approve everything at the same time. She stated we could still be looking at fall 2015 occupancy but we would not push it through until the financials were settled and the County was protected.

B. New Business

1. Purchase of Other Governmental Service Credit from the Municipal Employees Retirement System

Administrator/Controller Scott stated we were working to finalize the switch to Municipal Employees Retirement System (MERS) we began in early 2013. She stated everyone was moved over except the employees who were in the 401K program and they could transfer over at their cost. She stated MERS had given us actuarial calculations for what it would take for all of the individuals interested in purchasing credit to come into the program 100% funded. She stated they had to supply enough assets to match the future defined benefit liability that had been calculated so that the county is protected against any cost. She noted that MERS was saying that they thought adding these employees would help the plan and actually bring down the cost. She stated Judge Holmes was the first of a group of sixteen employees and he was planning to retire in June so he needs to make the purchase before then. She stated the MERS plan document required Board approval for these type of transactions.

Human Resources Director Archambault stated Judge Holmes would like to purchase 20 years of governmental service credit and he would pay the full amount. She noted he was the only one retiring at this time and the other employees who would like to purchase service credits would be staying in the plan.

Res. 69-2014

“Moved Comr. Haadsma, Supported by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve that Judge John Holmes may purchase 20 years of MERS other governmental service credit.”

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

2. Law Enforcement Services Agreement with Homer Village

Administrator/Controller Scott stated this agenda item came from the Office of the Sheriff and was worked on by Corporation Counsel Lindsey.

Sheriff Saxton stated the agreement with the Village of Homer covers 124 hours of service per week, 2 full time employees and two part time employees. He stated the Village would be staffed with the current deputies until two new part time are hired. He stated this agreement included all costs plus 5% just like Pennfield, Springfield, Convis and the two school contracts. He stated this was the sixth contract he had negotiated, bringing in 23 full time and two part time deputies.

Comr. Frisbie asked Homer Village President Jerry Stonebraker how much the Village estimates it would save by collaborating with the Sheriff's Office.

Homer Village President Stonebraker stated the first year they were expecting a \$20,000 savings and anticipated savings to go up from there. He noted their 911 costs would also go away.

Comr. Haadsma stated he appreciated Sheriff Saxton reaching out to the local municipalities to create this type of collaboration. He also thanked and commended the Village of Homer and noted the Village looked very attractive.

Sheriff Saxton stated he was not recruiting communities to close their police departments but welcomed the opportunity to collaborate.

Res. 70-2014

"Moved Comr. Haadsma Supported by Comr. Frisbie to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve 1) that the Law Enforcement Services Agreement with Homer Village is approved as presented and the Board Chair is authorized to sign the Agreement on behalf of Calhoun County; 2) that the position allocation schedule is amended to add two full time positions and two .5 FTE positions to provide appropriate staff for the Agreement; and 3) the Budget Amendment for the Agreement is approved as presented."

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

Sheriff Saxton swore in the two new Calhoun County Deputies.

3. Grant Contract for the Stormwater, Asset Management and Wastewater (SAW) Grant

Water Resources Commissioner Chris Kosmowski explained the application for the grant had been brought before the Board in November. She stated they had applied for a portion of the \$97 million funds to be granted in 2014. She stated applications were selected at random and both of the applications she submitted were selected in the first round. She stated they received \$540,000 for the Stormwater, Asset Management and Wastewater Plan and \$45,000 for the Charlotte Drive Drainage District.

Res. 71-2014

“Moved Comr. Dunn, Supported by Comr. Todd to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Stormwater, Asset Management and Wastewater (SAW) Grant award to Calhoun County by the Michigan Finance Authority (MFA) and Department of Environmental Quality (DEQ) as presented and authorizes the Water Resource Commissioner sign all grant agreements and related documents necessary to carry out the requirements of the grant.”

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

4. Grant Contract fo the Design of the Charlotte Drive Drain Project

Water Resources Commissioner Chris Kosmowski stated this was the second grant they were awarded and it was for \$45,000 for engineering, design and planning for the Charlotte Drive Drain District.

Administrator/Controller Scott stated the work was necessary and would need to move forward no matter what but the grant would reduce the amount assessed to residents.

Kosmowski stated that was correct, as each drainage district was its own independent entity and when a drain project is deemed necessary by the Board of Determination the residents in that drainage district were responsible for the costs.

Res. 72-2014

“Moved Comr. VanSickle, Supported by Comr. Todd to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the award of the grant contract for the design of the Charlotte Drive Drain project to Calhoun County by the Michigan Finance Authority (MFA) and Department of Environmental Quality (DEQ) as presented and authorizes the Water Resource Commissioner sign all grant agreements and related documents necessary to carry out the requirements of the grant.”

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

5. Contract with the Michigan Department of Transportation (MDOT) for the Removal and Replacement of the Structure that Carries Michigan Avenue over Rice Creek

Administrator/Controller Scott stated this was a request for approval of a contract with MDOT for bridge work over Rice Creek. She stated the State would supply \$748,000 in bridge funding and the Road Department would supply the \$58,000 match that was previously budgeted.

Managing Director Peterson stated this would be a complete bridge replacement, on May 30 the detour goes into place and on June 2 work starts.

Scott stated this request was submitted three years ago with the annual requests and this was chosen.

Res. 73-2014

“Moved Comr. Frisbie, Supported by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the contract with the Michigan Department of Transportation (MDOT) for the removal and replacement of the structure that carries Michigan Ave over Rice Creek and does further authorize the Board Chair and the Administrator/Controller to sign on behalf of Calhoun County.”

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

6. Non-Entitlement Residential Blight Removal Grant Application

Administrator/Controller Scott stated

**WHEREAS**, The Calhoun County Board of Commissioners by policy must approve certain grant submissions made by the County; and

**WHEREAS**, The Calhoun County Board of Commissioners must approve the submission of the Non-Entitlement Community Blight Removal Project Request under the CDBG, HRF, program to the Michigan State Housing Development Authority (MSHDA); and

**WHEREAS**, The Calhoun County Treasurer’s Office and the Calhoun County Land Bank Authority, will oversee the administration of the Non-Entitlement Community Blight Removal Project Request application process.

**NOW, THEREFORE, BE IT RESOLVED**, that the Calhoun County Board of Commissioners hereby adopts the resolution authorizing the submission of the Non-Entitlement Residential Blight Removal grant application as presented by Krista Trout-Edwards, Executive Director of the Calhoun County Land Bank Authority.

Res. 74-2014

“Moved Comr. Haadsma, Supported by Comr. Todd to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the resolution to submit the Non-Entitlement Community Blight Removal Project Request as presented.”

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

7. Contract for Organic Materials for Prewetting Road Salt

Administrator/Controller Scott stated the next two items were bid awards for the Road Department recommended by the Purchasing Team and led by Assistant County Administrator Wilcox. She stated the first was a contract for organic materials for prewetting road salt. She stated this was something new and different for Calhoun County and Managing Director Peterson had been instrumental in bringing it to the Board for consideration.

Assistant County Administrator Wilcox stated there were a number of advantages to using organic such as more product staying on the roads so we using less and save more; there is less bounce in the product and it sticks to the roads better; there is a lower freeze point so it could be used in colder weather and the product was less corrosive. He stated they had received four bids, studied many different products and were recommending Advanced Dust Control with a mixture of beet juice and calcium chloride that was also used by a number other counties.

Res. 75-2014

“Moved Comr. Haadsma, supported by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve a one year contract with Advanced Dust Control for an estimated \$48,000 to provide organic materials for prewetting road salt to the Calhoun County Road Department and the Jackson County Department of Transportation as presented.”

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

8. Contract to Provide Bituminous Cold Patching Material

Assistant Administrator Wilcox stated the Purchasing Team had spent a lot of time evaluating cold patch before they made this recommendation. He explained cold patch was used as pothole filler when the weather was cold, prior to the hot patch plants opening. He stated they had five bidders and the Purchasing Team was recommending Lakeland Asphalt, the current provider of Calhoun County, Jackson County, the City of Battle Creek and many others. He explained they requested Lakeland Asphalt, Klink Trucking and a mix prepared by the county crew provide a test patch, with the same crew preparing and applying the patch then the patches were evaluated. He stated they felt that Lakeland's product performed the best and was less expensive.

Res. 76-2014

“Moved Comr. King, supported by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the two year contract with Lakeland Asphalt Corporation to provide bituminous cold patching material to the Calhoun County Road Department and the Jackson County Department of Transportation as presented.”

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

9. Amendment to the Sheriff's Office Staffing Allocation

Sheriff Saxton stated he was asking for an additional Sargeant position for the rest of this year. He stated they were looking to get a better chain of command and they needed better supervision and communication throughout the whole agency. He stated he was not asking for a budget adjustment because they planned to cover the cost of the additional position with revenues from work for Enbridge, managing empty positions and higher revenues from housing inmates from Livonia.

Comr. Frisbie asked the Sheriff if he anticipated all of the new contracts would help increase revenue.

Sheriff Saxton stated the contracts were all for costs plus 5% that basically covers the administrative costs for supervision so increases would be minimal, if any.

Comr. Todd thanked Sheriff Saxton for finding creative solutions and making sure there is funding for the things he wanted.

Res. 77-2014

“Moved Comr. VanSickle, supported by Comr. Todd to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the amendment to the Sheriff’s Office allocated staffing as presented.”

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

10. April 2014 Financial Statements

Administrator/Controller Scott stated we were within the expectation of spending not more than one third of the budget so far this year. She stated revenues were higher and expenditures were also higher, both those were mainly because of insurance payments being made differently than last year. She stated we should maintain about an 11% fund balance at the end of the year.

“Moved Comr. Frisbie, supported by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby receive the April 2014 Financial Statements for informational purposes only.”

13. CITIZEN’S TIME

There was none.

14. COMMISSIONERS TIME

Comr. Kale acknowledged Former Sheriff Al Byam, who was in attendance.

15. CLAIMS PAYABLE

- A. Calhoun County Claims Payable for April 28, 2014 through May 8, 2014 in the amount of \$590,611.38.

Res. 78-2014

“Moved Comr. King, supported by Comr. VanSickle to approve the following: Resolved, the Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable for April 28, 2014 through May 8, 2014 in the amount of \$590,611.38 as presented.”

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

16. ANNOUNCEMENTS

Comr. Frisbie encouraged everyone to go to Fort Custer National Cemetery May 25 at 2pm for the salute to fallen veterans. He stated it was an amazing annual event.

Comr. Dunn announced that the annual Spring into the Arts would be held in downtown Battle Creek on May 16 from 5-9. She stated there would be artists and musicians and food.

Comr. King echoed Comr. Frisbie’s comments, stated the Fort Custer Memorial Ceremony was amazing.

Comr. King stated he, Chair Kale, Prosecutor Gilbert and Sheriff Saxton had a chance to go to a Boy Scout breakfast for the introduction of some Eagle Scouts and they talked about scouting, how important it was in some of these boys’ lives and how some turned out. He stated it was a neat program and he was glad to be able to be a part of it.

Comr. Kale acknowledged Comr. King, noting he was significantly involved in the Boy Scout program.

17. ADJOURNMENT

The meeting was adjourned at 8:39 p.m. at the call of the Chair.

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Chairman  
Calhoun County Board of Commissioners

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Clerk  
Calhoun County