

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

February 19, 2015

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, February 19, 2015 in the Commissioners' Meeting Room, County Building, Marshall, MI.

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

Present: Comrs. Dunn, Reynolds, Haadsma, Frisbie, King, VanSickle and Bearman

Staff Present: Administrator/Controller Kelli Scott, Assistant County Administrator Brad Wilcox, Corporation Counsel Richard Lindsey, 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. Bearman, second by Comr. Haadsma to approve the agenda of the February 19, 2015 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 February 5, 2015 Regular Session

“Moved Comr. Reynolds, second by Comr. VanSickle to approve the minutes of the February 5, 2015 Regular Session of the Calhoun County Board of Commissioners as presented.”

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

## 6. CITIZENS' TIME

Tim McGuire, Michigan Association of Counties (MAC), presented the Board with an overview and updates of their work and services. He stated that Michigan had 699 County Commissioners in 2010 but that was down to 622, and that of the 622, 120 were new with this term. He stated MAC was involved in three distinct areas, those being education, lobbying and service programs. He gave information on MAC's efforts in these three areas. He also stated they had a good relationship with Administrator/Controller Kelli Scott and always got a quick and helpful response as to how issues affected Calhoun County. He stated their Board was made up of county representatives from all over the state.

Former Commissioner Terris Todd, representative of State Representative John Bizon, stated he was in attendance to let everyone know they were available to support the county any way they could and they were doing things on behalf of Calhoun County.

## 7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Water Resources Commissioner Christine Kosmowski stated her department was in the final push on assessments and district boundary revision. She stated the hearing process would be taking place this summer or fall and she would make maps available on the website earlier than last year. She stated they used the Stormwater Asset Management (SAW) Grant to scan all drain records in her department for categorizing and they would develop a records retention program. She stated the stormwater permit application would be submitted by the deadline of April 1.

## 8. SPECIAL ORDER OF BUSINESS

- A. Emergency Operations Center Presentation by Emergency Management Services Director Durk Dunham

Emergency Management Services Director Durk Dunham presented a handout prepared by Deputy Director Lori Phillips. He stated they were having an Emergency Operations Center (EOC) table top exercise March 27 from 9-12 and invited the Commissioners to stop by. He explained they would be looking at the incident command structure, building a resource list and improving agency coordination. He stated the next exercise would be this fall. He recognized the importance of volunteers. He recognized Deputy Directors Lori Phillips and Jeff Palmer, stating they played an important role in what the department did and thanked them for their dedication.

- B. Public Hearing to Receive Comment Regarding the Submission of a Michigan Community Development Block Grant Program Application

### Res. 24-2015

"Motion by Comr. Haadsma, second by Comr. Frisbie to open the public hearing to receive comment regarding the submission of a Michigan Community Development Block Grant Program Application."

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

Community Development Educator Ingrid Ault explained the Community Development Block Grant process. She explained this grant for the Brembo North America project fell under the guidelines for economic development and was to create approximately 169 new jobs. She stated the grant would provide for training for these jobs. She stated the grant required that 59% of the 169 jobs must be filled by low to moderate income persons based on household income. She stated the land had been purchased and construction would begin in early March. She stated the grant would provide Brembo with over \$1.5 million for training over the next two years. She noted Brembo had committed over \$79 million of their own funds.

Administrator/Controller Scott added that this item was before the Board because this type of grant requires the applicant to be a governmental unit, and so we were applying on behalf of Brembo and have worked with the Albion Economic Development Corporation, and would administer the grant and act as the fiduciary. She noted the Board had approved part one of the grant last year and with this part the whole application would be complete and ready for submission to the state.

Res. 25-2015

“Motion by Comr. Haadsma, second by Comr. Reynolds to close the public hearing to receive comment regarding the submission of a Michigan Community Development Block Grant Program Application.”

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

C. Approval of Michigan Community Development Block Program Application Submittal

**WHEREAS**, Federal monies are available under the Community Development Block Grant program, administered by the Michigan Department of Economic Development for the purpose of the provision or economic development activities; and

**WHEREAS**, after a public meeting and due consideration, the Board of Commissioners has recommended that an application be submitted to Michigan Economic Development Corporation for the following project: Brembo NA Homer, Inc. – Job Training Grant; and

**WHEREAS**, it is necessary for the Board of Commissioners to approve the preparation and filing of an application for the County of Calhoun to receive funds from this program; and

**WHEREAS**, the Board of Commissioners has reviewed the need for the proposed project and the benefit(s) to be gained there from; and

**WHEREAS**, CDBG Eligible Activities include on the job training expenses, Private Eligible Activities include the acquisition of property, construction of a new building, purchase of new machinery, equipment and tooling. This project will house a 300,000 square foot grey iron sand cast foundry to produce brake rotor castings; and

**WHEREAS**, the total estimated CDBG project cost is \$81,428,651.00 with a minimum company investment of \$79,928,451.00; and

**WHEREAS**, at least 51% of the jobs created will benefit low or moderate income persons; and

**WHEREAS**, no project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by the CDBG Project Manager.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners does hereby approve and authorize the preparation and filing of an application for the above-named project; and that the Board Chair is hereby authorized to sign all necessary documents on behalf of Calhoun County; and that authority is hereby granted to the Board of Commissioner Chair to take the necessary steps to prepare and file the application for funds under this program in accordance with this resolution.

The governing body of Calhoun County has authorized the above resolution.

Res. 26-2015

“Motion by Comr. Haadsma, second by Comr. Reynolds to approve the submission of the Michigan Community Development Block Grant Program Application as presented.”

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

There was none.

B. Resolutions

1. Local Jail Population Management Committee  
(Term to Expire December 31, 2016)

{a} Commissioner Steve Frisbie, Chair

{b} John Hallacy, Chief Judge District Court

{c} Katherine Ambrose, District Court Administrator/Attorney Magistrate

{d} Shannon Koepke, Deputy District Court Administrator (alternate for  
Katherine Ambrose)

{e} Conrad J. Sindt, Chief Circuit Judge

{f} Michael L. Jaconette, Chief Judicial Council and Chief Probate Judge

{g} Jeff Albaugh, Circuit/Probate Court Administrator/FOC

{h} Jessica Whaley, Circuit Court Probation Supervisor

- {i} Cindy Rude (alternate for Michael Jaconette)
- {j} Matt Saxton, Sheriff
- {k} Jim McDonagh, Chief Deputy Sheriff (alternate for Matt Saxton)
- {l} David Gilbert, Prosecutor
- {m} Richard Lindsey, Corporation Counsel
- {n} Kelli Scott, Administrator/Controller
- {o} Commissioner Derek King

2. Community Corrections Advisory Board Appointment  
(Terms to Expire December 31, 2016)

- {a} Conrad J. Sindt, Chief Circuit Judge (replacing Judge Kingsley)

3. Senior Millage Allocation Committee Appointment  
(Term to Expire December 31, 2016)

- {a} Art Kale

4. Risk Management Committee Appointments  
(Term to Expire December 31, 2016)

- {a} Bradley J. Wilcox, County Administration (Chair)
- {b} Paul Makoski, Environmental Health (Vice-Chair)
- {c} Kate Ambrose, District Court
- {d} Durk Dunham, Emergency Management
- {e} Chief Deputy McDonagh (Alternate for Durk Dunham)
- {f} Curtis Smyers, Facilities
- {g} Cindy Rude, Probate Court
- {h} Kristen Getting, Probate Court
- {i} Matt Saxton, Sheriff
- {j} David Gilbert, Prosecutor
- {k} Christine Schauer, Treasurer
- {l} Anne Norlander, Clerk and Register of Deeds
- {m} Jim Rutherford, Health Department
- {n} Mike Gillum, Juvenile Home
- {o} Mike Horn, District Court Probation

5. Information Technology Executive Committee Appointments  
(Term to Expire December 31, 2016)

- {a} Kelli Scott, Administration
- {b} Brad Wilcox, Administration
- {c} David Hacket, IT
- {d} Bridgette Reichenbaugh, Health Department
- {e} David Gilbert, Prosecutor
- {f} Tim Hurtt, Sheriff's Office
- {g} Nina Baranowski, Treasurer's Office
- {h} Jeffrey Albaugh, Circuit Court
- {i} Kate Ambrose, District Court

6. Veterans Affairs Committee Appointment  
(Term to Expire October 31, 2015)

- {a} Trena Philo (replacing Arnold Arquette)

Res. 27-2015

"Moved Comr. Dunn, second by Comr. VanSickle to approve the following:  
Resolved the Calhoun County Board of Commissioners does hereby approve the Consent  
Agenda of the February 19, 2015 Regular Session."

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 addressed communication between Commissioners and the Administrative Offices, stating she started a biweekly update a couple years ago and would resume that regular report soon. She explained the year had not started very smoothly, beginning with the departure of the Veterans Affairs Director and more recently the departure of key management at Summit Pointe. She stated we were working on a date for a Commissioner orientation in March or April. She stated that from a global standpoint the report she put together in January was still relevant and talking points could be pulled from that for the highlights and state of the county. She stated the Michigan Association of Counties Legislative Conference at the end of March was a good opportunity to network with other County Commissioners and Administrators. Scott explained that monthly financial statements normally get presented for Board approval each year beginning in March following the closeout of the previous fiscal year's books. She stated that for internal communications we ask our Elected Officials and Department Heads to get together once a month so we can share ideas and keep each other up to date on what's happening. She stated she would try to include that information in the updates the Commissioners were given.

Scott stated they narrowed down the 48 applicants for the Veterans Affairs Director position to five that would be offered first interviews. She stated those five were forwarded to the Veterans Affairs Committee so they would be involved in the process. She stated they posted the office assistant position that was approved by the Board last month. She stated Assistant County Administrator Wilcox had been very hands-on with creating a transition plan until we have a new director, closing out claims currently in progress and making sure our Veterans were being served on an ongoing basis.

Assistant County Administrator Wilcox stated there were a lot of positive things going on in Veterans Affairs. He stated it was very important that those veterans who had made previous contact with the office as well as those who are making first contact receive the best service we can provide. He stated they had broken claims down into three categories: veterans making their first contact with the office, those who had previously contacted the office but had not yet been served and appeals and more technical claims to be completed. He stated he had met with Gary Easterline, the Regional Director of the American Legion, and Phil Smith, the Director of Vietnam Veterans of America to develop new strategies for assisting veterans going forward. He stated Gary Easterline had offered to spend a full week in the office starting March 2 and he would work to eliminate the backlog. Wilcox stated Phil Smith was the Power of Attorney for all claims and had the ability to look at claims online. He stated he would be coming in to finish up pending appeals and claims that needed to be closed out. He stated both had committed to sending local service officers to the office two days a week until we get through the transition. He stated they found there was no software in the office so they had purchased appropriate software recommended by Mr. Easterline. He stated they would be starting an office remodel to provide more office space and a better layout. Wilcox stated he was working on the Veterans Affairs website to offer online forms, referral information and more information to assist our veterans. He stated the Board approved a new member to the Veterans Affairs Committee on the Consent Agenda. He stated they would be updating the strategic plan and approving the new bylaws.

Scott gave a quick update on Summit Pointe, stating she and Comr. Dunn were now on their Board. She stated there was an interim leadership plan in place. She stated the new Interim Chief Financial Officer (CFO) has been contracted and reports to the new Audit and Finance Committee. She stated the Committee would be overseeing the audit process and as well as the job description for choosing a new CFO. She stated there were a lot of plans in place through the new committee structure that was put in place, and that positive improvements are expected going forward.

Scott stated the Commissioners received an email in January inviting them to tour the new Regional Law Enforcement Center in Marshall on Saturday, February 21 at noon.

Scott stated that the County's CareHere Health and Wellness center is growing. She stated they had passed their one year anniversary and it had been very successful for the city, the county and Toyota Tsusho. She stated two more private employers in Battle Creek had joined and there were added doctors and staff to support them. She stated we were very happy the center had the capacity to help lower health care costs and increase access to health care in the community.

Scott stated she had sent out an email inviting the Comrs. to one of two sessions to preview the GIS initiative, which will involve a flyover and some very new user friendly data called pictometry that would be available to our townships through the county's GIS site. She stated they would be held February 25 and March 4, both at 9 a.m. at the Road Department and coordinated by GIS Coordinator Brent Thelen. She stated the Township Supervisors had been invited and we wanted to make sure the Commissioners were up to date on the information being given to them.

#### B. New Business

1. Agreement Resolution to Pledge Full Faith and Credit for the Moon Drain Drainage District Bonds, Series 2015

Comr. King read the resolution into the record.

##### Res. 28-2015

"Motion by Comr. Frisbie, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve as presented the resolution pledging full faith and credit of the County for the prompt payment of principal and interest on the Moon Drain Drainage District Bonds, Series 2015 (General Obligation Limited Tax) as presented."

Comr. Frisbie clarified that the drain process was already done, the county was just putting our faith and credit behind bonds so the taxpayers could get the lowest interest rate.

Water Resources Commissioner Christine Kosmowski explained this was petitioned in 2009 and project had languished because of some difficult easements. She stated there was minimal construction to occur on the work in Emmett Township on B Drive North.

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



2. Agreement for the Provision of Pavement Markings for Calhoun and Jackson Counties

Administrator/Controller Scott stated this item was awarding the contract for pavement marking in Calhoun and Jackson Counties, and asked Assistant County Administrator Wilcox to present the item.

Assistant County Administrator Wilcox stated this was another contract recommendation by the Joint Purchasing Team with Jackson County for approximately 300 miles of pavement markings. He stated the bids were made using MDOT specifications. He stated PK Contracting had references in over 60 counties and provide this type of service in all of our surrounding counties.

Res. 29-2015

“Moved Comr. Dunn, second by Comr. Reynolds to approve the following:

Resolved the Calhoun County Board of Commissioners does hereby approve the award of a two year contract with PK Contracting, Inc for the provision of pavement markings for Calhoun and Jackson Counties as presented.”

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

13. CITIZEN’S TIME

There was none.

14. COMMISSIONERS TIME

Comr. Dunn offered a sincere thank you to the Summit Pointe Board for all the time they had given to the community. She stated they spent a lot of heartfelt hours trying to figure out the situation. She gave a huge thank you to the amount of time Administrator/Controller Scott and Corporation Counsel Lindsey had spent on the situation and Chair King as well. She stated she was happy they were moving in a positive direction.

Comr. VanSickle stated he went to the ribbon cutting ceremony for the new recycling center in Albion. He stated people had really responded to it and encouraged everyone to promote opening a similar center in their area.

Comr. Bearman stated he also attended the opening and noted that if anyone wanted to volunteer at the center, they were always looking for volunteers to help remove materials from people's vehicles.

Comr. Bearman stated he went to a new Commissioner class for Road Commissions. He stated he learned a lot on things we take for granted and how other communities were working with their Road Commissions

Comr. Frisbie thanked Assistant County Administrator Wilcox for the Veterans Affairs update and all the work put into making sure our veterans were taken care of.

15. CLAIMS PAYABLE

- A. Calhoun County Claims Payable for February 2 – 12, 2015 in the amount of \$2,714,401.03, Road Department Payables for January 29, 2015 in the amount of \$16,644.79 and Road Department Payables from February 13,2015 in the amount of \$684,690.01

Res. 30-2015

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable for February 2 – 12, 2015 in the amount of \$2,714,401.03, Road Department Payables for January 29, 2015 in the amount of \$16,644.79 and Road Department Payables from February 13,2015 in the amount of \$684,690.01 as presented.”

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

16. ANNOUNCEMENTS

Comr. Frisbie announced that the Pennfield Exchange Club pancake dinner would be held February 27 before basketball game with proceeds to go to rocket football.

17. ADJOURNMENT

The meeting was adjourned at 8:07 p.m. at the call of the Chair.

cam

\_\_\_\_\_  
Chairman  
Calhoun County Board of Commissioners

\_\_\_\_\_  
Clerk  
Calhoun County