

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

November 5, 2015

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, November 5, 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: Assistant County Administrator Brad Wilcox, Human Resource Director Kim Archambault, Corporation Counsel Richard Lindsey and Deputy Clerk Chris McComb

2 and 3. INVOCATION AND PLEDGE OF ALLEGIANCE

A moment of silence was held followed by Comr. VanSickle leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

“Moved Comr. Bearman, second by Comr. Dunn to approve the agenda of the November 5, 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 October 15, 2015 Regular Session

“Moved Comr. VanSickle, second by Comr. Reynolds to approve the minutes of the October 15, 2015 Regular Session of the Calhoun County Board of Commissioners as presented.”

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

6. CITIZENS' TIME

Matt Davis, Marshall, presented concerns regarding the Calhoun County Clerk.

Julie Swafford, Homer Township, 27 1/2 Mile Road resident, voiced her concern about the quality of repairs on her road.

Sally Goss, Battle Creek, voiced concerns about the quality of roadside care in the City of Battle Creek.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Treasurer Christine Schauer gave an update on her department's activities, including completing the auction cycle, collecting summer taxes for local units, information on the four trailer parks in the county that are in forfeiture and the outreach for the Step Forward Program.

Road Department Managing Director Christopher Bolt stated he was rounding out his first year and thanked the employees for working so hard. He stated they were investigating quality on two projects. He stated the project on 22 1/2 Mile Road was a complete fail and they were asking vendor to redo. He stated they have been investigating the project on 27 1/2 Mile Road for the last three weeks. He stated the engineering team believed the project was substantially compliant but there were workmanship issues. He stated they have approached the contractor and asked for a warranty extension, they have met with Township officials and stakeholders to try to come to a reasonable solution and they were inviting an independent asphalt inspector to review the site and give a recommendation.

Road Department Engineer Angie Kline introduced Sarah, new construction inspector. She then presented information on the salt barn construction, pavement marking, and other project updates.

Sheriff Matt Saxton stated he attended Mayor Anderson's retirement celebration in Springfield and thanked her for the years of service. He gave a reminder to everyone that it was the time of year to slow down and look for deer.

Community Development Educator Ingrid Ault gave an update on the seasonal closure of the parks, noting the parks are open but some amenities are closed, such as restrooms in Kimball and Bridge. She noted the dock in Bridge Park will soon be removed soon and maintenance in the parks will continue, but would not be as regular. She also stated they had installed new information in the park kiosks about renting pavilion and how to report issues.

8. SPECIAL ORDER OF BUSINESS

A. Public Hearing Regarding the Calhoun County Housing Rehab Grant

Res. 166-15

“Moved Comr. Haadsma, second by Comr. Bearman to open the public hearing regarding the Calhoun County Housing Rehab Grant.”

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

Assistant County Administrator Brad Wilcox stated the purpose of the public hearing is to provide an update on the grant activity.

Amy Rose Robinson explained that this grant funds the Homeowner Rehabilitation Program that provides home improvement funds for low income residents then provided an overview of the activity from the last year.

Treasurer Christine Schauer noted that her office would be administering the grant in house instead of through a third party in the coming year.

There was no comment from the public.

Res. 167-15

“Moved Comr. VanSickle, second by Comr. Dunn to close the public hearing regarding the Calhoun County Housing Rehab Grant.”

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

Res. 168-15

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the submission of the Calhoun County Housing Rehab Grant Application as presented.”

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

B. Fair Housing Resolution

Res. 169-15

“Moved Comr. Haadsma, second by Comr. Dunn to approve the Fair Housing Resolution as presented.”

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

C. Section 3 HUD Policy

Res. 170-15

“Moved Comr. Bearman, second by Comr. Reynolds to approve County Policy Number 406 as presented, effective immediately.”

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

D. Fair Housing Policy

Res. 171-15

“Moved Comr. Reynolds, second by Comr. Dunn to approve the Fair Housing Policy Number 407 as presented and shall be effective immediately.”

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

E. Veterans Day Proclamation

Comr. Frisbie read the proclamation into the record.

WHEREAS, The Citizens of Calhoun County and the United States of America live in freedom because of the contributions and personal sacrifices made by those who have served and by those now serving in the Armed Forces; and

WHEREAS, Since the birth of our Nation, American patriots have stepped forward to serve our country and defend our way of life. With honor and distinction, generations of servicemen and women have taken up arms to win our independence, preserve our Union, and secure our freedom. From the Minutemen to our Post-9/11 Generation, these heroes have put their lives on the line so that we might live in a world that is safer, freer, and more just, and we owe them a profound debt of gratitude. On Veterans Day, we salute the Soldiers, Sailors, Airmen, Marines, and Coast Guardsmen who have rendered the highest service any American can offer, and we rededicate ourselves to fulfilling our commitment to all those who serve in our name; and

WHEREAS, This day, and every day, we pay tribute to America's sons and daughters who have answered our country's call. We recognize the sacrifice of those who have been part of the finest fighting force the world has ever known and the loved ones who stand beside them. We will never forget the heroes who made the ultimate sacrifice and all those who have not yet returned home. As a grateful Community, let us show our appreciation by honoring all our veterans and working to ensure the promise of America is within the reach of all who have protected it; and

WHEREAS, The Military Affairs Committee of the Battle Creek Area Chamber of Commerce will hold an Armed Forces Day Luncheon on Friday, November 13, 2015 from 11:30 a.m. through 1:30 p.m. at FireKeepers Casino Hotel.

NOW, THEREFORE, The Calhoun County Board of Commissioners does hereby recognize November 11, 2015, as VETERANS DAY in Calhoun County and encourage all citizens to observe and appreciate the sacrifices and contributions of our veterans who fought for peace and defended democracy in our land and abroad.

Res. 172-15

“Moved Comr. Bearman, second by Comr. Reynolds to approve the Veterans Day Proclamation as presented.”

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

There were none.

B. Resolutions

1. Policy 509 Waiver
2. Appointment to the Board of Health
(Term to Expire December 31, 2015)

 {a} Rebecca Fleury (Replacing Ronnie Sims)
3. Bedford Township Traffic Control Orders
4. Radio Infrastructure Cost Share Agreement
5. 911 Plan Amendment

Res. 173-2015

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

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. VanSickle stated he attended a Parks and Recreation meeting where they heard special presentations from Attorney John Macfarlane and Tracey Bronson asking for the Commission's support on two separate projects.

11. UNFINISHED AND OLD BUSINESS

There was none.

12. NEW BUSINESS AND COUNTY ADMINISTRATOR'S REPORT

A. County Administrator/Controller's Report

B. New Business

1. Cognitive Interventions Agreement 2015-2016

Assistant County Administrator Brad Wilcox explained this request came from Community Corrections and was an annual grant agreement for an behavioral education program in the jail.

Res. 174-2015

"Motion by Comr. Frisbie, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the agreement with Cognitive Interventions for the period of October 1, 2015 through September 30, 2016 as presented."

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

2. Friend of Court 2015 Budget Amendment

Assistant County Administrator Brad Wilcox stated this budget amendment was submitted by Circuit and Family Court Administrator Jeff Albaugh on behalf of the Friend of Court. He explained the courts have the ability to fund through federal reimbursements for office equipment and audio/video recording for courts.

Res. 175-2015

"Moved Comr. VanSickle, second by Comr. Bearman to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the 2015 Friend of the Court Budget amendment submitted by the Court increasing the fund 215, unit 2143, appropriation for equipment by \$119,443, offset by a revenue increase of \$70,689 for federal reimbursement and \$48,754, by use of fund balance."

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

3. Road Department Equipment Reimbursement Resolution

Assistant County Administrator Brad Wilcox stated this was a request to amend the Michigan Department of Transportation Trunkline Maintenance contract for how we are reimbursed for work on roads. He added that this amendment would reduce repairs and instead allow for new trucks to be dedicated to state roads and reimbursement by the state.

WHEREAS, the Calhoun County (“County”), as the Road Agency for Calhoun County, has a State Trunk Line Maintenance Contract (“Contract”) with the Michigan Department of Transportation (“MDOT”), and

WHEREAS, both County and MDOT agree that the Contract is in the best interest of the public, and

WHEREAS, both County and MDOT want to continue with Contract which is mutually beneficial to each of the parties to the Contract, the citizens of Calhoun County and the people of the State of Michigan; and

WHEREAS, County has determined that changing the method of reimbursement in the Contract to actual equipment cost at the time of audit is in the best interest of County;

NOW, THEREFORE, BE IT RESOLVED, that County, through its Board of Commissioners, hereby elects to use the audit to cost to the individual equipment piece and not to its group rate,

BE IT FURTHER RESOLVED, that this resolution shall be effective as of January 1, 2016.

Res. 176-2015

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Road Department Equipment Reimbursement Resolution as presented.”

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

4. Road Department Staffing Allocation

Assistant County Administrator Brad Wilcox stated the Road Department was asking that the receptionist position be brought back to the staffing allocation.

Res. 177-2015

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Road Department Equipment Reimbursement Resolution as presented.”

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

5. MDOT Contract 15-5484, V Drive South Bridge Replacement

Assistant County Administrator Brad Wilcox stated the Road Department was asking for approval of a Michigan Department of Transportation contract for which they receive 95% funding for needed bridge work.

Engineer Angie Kline stated this contract comes from a resolution passed in 2012 and the contracts are awarded three years later. She explained that this contract covers work for a bridge built in 1958 and is in need of replacement, with construction starting in the spring.

Res. 178-2015

“Moved Comr. Bearman, second by Comr. Haadsma to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve Michigan Department of Transportation Contract 15-5484 as presented and does also authorize the Board Chair and the County Administrator/Controller to sign on behalf of Calhoun County.”

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

6. Finance Department Staffing Allocation

Assistant County Administrator Brad Wilcox stated the county’s long time Accounts Payable Clerk is retiring and Administration is evaluating the position. He explained that over time the Clerk has inherited other duties and has a higher level of responsibility so the job description has been updated. He stated the position has evolved with more cross training and will require a higher level employee to do more analytical work.

Human Resources Director Kim Archambault stated they were looking at the position as more of a compliance officer to review departmental work.

Res. 179-2015

“Moved Comr. Reynolds, second by Comr. VanSickle to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the changes to the 2015 Authorized Staffing Allocation Report and the related budget adjustment for the Finance Department as presented.”

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

7. Settlement of Claim

Corporation Counsel Lindsey stated this was a lawsuit from an incident in the jail and Administration is asking for claim settlement after mediation.

Comr. Frisbie thanked Comr. King for taking an interest in the mediation process.

Res. 180-2015

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the settlement of the claim made against Calhoun County in the matter of Case No. 2014-636-DE consistent with the terms set forth in a settlement agreement reached through facilitative mediation on October 29, 2015.”

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

13. CITIZEN'S TIME

Jerry, Emmett Township, stated he worked code compliance and asked that everyone think about residents when closing trailer parks for unpaid taxes.

14. COMMISSIONERS TIME

Comr. Frisbie stated there were people in the trailer parks and people behind the scenes who have been trying to help the people that will be displaced if the trailer parks are closed.

Comr. Frisbie stated that some things Matt Davis said tonight were disturbing and they deserve a complete investigation. He stated they are serious charges that need to be investigated and if we don't, we are failing our citizens.

15. CLAIMS PAYABLE

- A. Calhoun County Payables for October 8 - 29, 2015 and September PCard Purchases in the amount of \$12,792,887.52 and Road Department Claims Payable and PCard Purchases for October 14, 2015 in the amount of \$19,687.22

Res. 181-2015

“Moved Comr. Reynolds, second by Comr. Haadsma to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable for October 8 - 29, 2015 and September PCard Purchases in the amount of \$12,792,887.52 and Road Department Claims Payable and PCard Purchases for October 14, 2015 in the amount of \$19,687.22 as presented.”

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

16. ANNOUNCEMENTS

Comr. Bearman handed out calendars for Albion area activities.

Comr. Frisbie announced that the Pennfield Schools Board of Education Annual Arts and Crafts Show would be held Saturday, November 7 at 9:00 a.m. with concessions on site.

Comr. King wished a happy birthday to Comr. Dunn on November 9 and to Prosecutor Dave Gilbert on November 12.

17. ADJOURNMENT

The meeting was adjourned at 8:24 p.m. at the call of the Chair.

cam

Chairman

Clerk