

CALHOUN COUNTY
PROCEEDINGS OF THE
BOARD OF COMMISSIONERS

May 7, 2015

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, May 7, 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. Reynolds, Haadsma, Frisbie, King, VanSickle and Bearman

Excused: Comr. Dunn

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. VanSickle leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

“Moved Comr. Bearman, second by Comr. Reynolds to approve the agenda of the May 7, 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 April 14, 2015 Regular Session

“Moved Comr. VanSickle, second by Comr. Frisbie to approve the minutes of the April 14, 2015 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 announced that Captain Steve Eddy will retire soon and they would be having a reception for him May 15 from 12-2 p.m. Captain Eddy has been with the agency for 26 years and accepted a position with the Tribal police. He stated Lieutenant Art Draper would be promoted to Captain on May 29 to take Eddy's place and Sargeant Dan Latta would be promoted to Lieutenant to replace Draper.

Water Resources Commissioner Chris Kosmowski stated the Stormwater Management Grant application was submitted and they were wating for comments from the DEQ.

Treasurer Christine Schauer stated the Delinquent Tax Anticipation Notes were ready to issue for \$5.5 million. She noted the delinquent taxes came in at the lowest amount since 2007 and they would be borrowing 50% of the amount to make local units whole.

8. SPECIAL ORDER OF BUSINESS

A. Older Americans Month Proclamation

Comr. Haadsma read the proclamation into the record.

Whereas, Calhoun County includes a thriving community that includes **over 28,000 citizens aged 60 and more** who deserve recognition for their contributions and sacrifices to ensure a better life for future generations; and

Whereas, Calhoun County older adults are among our most "treasured resources," united by historical experiences, strengthened by diversity, and interpreting events through varied perspectives and backgrounds to bring wisdom and insight to our community; and

Whereas, Calhoun County Office of Senior Services and the Region 3B Area Agency on Aging are committed to helping all individuals live longer, healthier live in the communities of their choices for as long as possible; and

Whereas, since 1965 the Older Americans Act and Calhoun County Senior Millage since 1999 have provided services that help older adults remain healthy and independent by complementing existing medical and health care systems, helping improve home safety, and supporting some of life's most basic functions, such as bathing or preparing meals; and

Whereas, the programs also support family caregivers, address issues of exploitation, neglect and abuse of older adults, and adapt services to the needs of Native American elders; and

Whereas, our county can provide opportunities to enrich the lives of individuals of all ages by:

- Promoting and engaging in activity, wellness, and social inclusion.
- Emphasizing home- and community-based services that support independent living.
- Ensuring community members of all ages benefit from the contributions and experiences of older adults.

Now Therefore, We, the Commissioners of Calhoun County, Michigan, do recognize this national initiative and hereby proclaim May 2015 to be Older Americans Month. We also declare June 2 as Older Michiganians Day to be celebrated with a rally of older adults and advocates at the Capitol Building in Lansing, and declare June 23 as Calhoun County Centenarians’ Day in a Luncheon Celebration at Schuler’s in Marshall.

Res. 70-2015

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Older Americans Month proclamation as presented.”

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

B. Water Quality Awareness Month

Comr. King read the proclamation into the record.

- WHEREAS**, clean water is a basic and essential need of life and preserving and protecting this precious resource is of the utmost importance; and
- WHEREAS**, several communities within Calhoun County have developed Wellhead Protection Plans to safeguard drinking water through the Michigan Department of Environmental Quality; and
- WHEREAS**, Calhoun County contains two major watersheds: the Kalamazoo River Watershed and the Saint Joseph River Watershed. Both rivers discharge into one of the Great Lakes, Lake Michigan.
- WHEREAS**, Calhoun County is helping to control storm water discharges within the urbanized area of Battle Creek; and
- WHEREAS**, Calhoun County is an active member of the Battle Creek Area Clean Water Partners along with the City of Battle Creek; the City of Springfield; the townships of Bedford, Emmett, Leroy, Newton, and Pennfield; Kellogg Community College; the Hart-Dole-Inouye Federal Center; and Battle Creek Area Schools; and

WHEREAS, the Partners have worked to develop storm water management plans for a portion of the Kalamazoo River watershed to help protect and restore the County's rivers and lakes through public education;

NOW, THEREFORE, the Calhoun County Board of Commissioners does hereby proclaim **May 2015** as

"Water Quality Awareness Month"

in Calhoun County and urge citizens to become personally involved in the conservation and protection of our valuable water resources.

Res. 71-2015

"Moved Comr. Haadsma, second by Comr. Frisbie to approve the following:

Resolved the Calhoun County Board of Commissioners does hereby approve the Water Quality Awareness Month proclamation as presented ."

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

C. Armed Forces Day Proclamation

Comr. Frisbie 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 16, 2015 - Armed Forces Day 2015** 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. 72-2015

“Moved Comr. Bearman, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Armed Forces Day proclamation as presented.”

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Sheriff's Office RAP Grants

B. Resolutions

1. Workforce Development Board Appointment
(Terms to Expire October 1, 2017)

{a} Mark O'Connell, Kellogg Community College – Education Representative
(Replacing Dennis Bona)

2. Senior Millage Allocation Committee Reappointments
(Terms to Expire April 30, 2018)

{a} Rod Auton
{b} James Powers
{c} Willie Tabb

Res. 73-2015

“Moved Comr. VanSickle, second by Comr. Frisbie to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Consent Agenda of the May 7, 2015 Regular Session.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. VanSickle stated he attended the Parks Commission meeting earlier in the day and there would be more information coming later in the meeting.

Comr. King stated that Kimball Pines would reopen on June 6 with the Trailway grand opening. He announced the disc golf group would start rebuilding their course in Kimball Pines soon after. He thanked Community Development Educator Ingrid Ault for her hard work.

Comr. Bearman announced he attended an Area Agency on Aging conference and learned a lot.

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. Treasurer's Office 2015 Staffing Allocation Change

Administrator/Controller Scott stated this item was submitted by Human Resources on behalf of the Treasurer. She stated the county assisted the Elected Officials as coemployers with Human Resources and Finance looking at staffing implications to be sure the process was followed for budget impact and union requirements. She explained this request was to add a second Fiscal Support position. She stated the fiscal positions work closely with finance and impact the keeping of good records.

Human Resources Director Archambault stated the position was in the TPOAM union and position costs were estimated for the remainder of 2015.

Treasurer Christine Schauer stated they had instituted more rigorous checks and balances and were seeing more activity due to Veteran exemptions. She stated she felt they would do more accurate work with the right number of employees.

Res. 74-2015

"Motion by Comr. Haadsma, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the addition of a Fiscal Support Specialist position to the 2015 Authorized Staffing Allocation Report for the Treasurer's Office."

On a roll call vote, Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

2. Canteen Food Services Agreement

Administrator/Controller Scott stated this contract was reviewed by Corporation Counsel on behalf of the Sheriff in conjunction with Assistant County Administrator Wilcox. She stated we were asking the Board to ratify the execution of the contract, as the change in providers needed to happen immediately with no lapse in food service at the jail. She stated the fiscal impact was noted and the service was budgeted. She stated the transition went smoothly and there were no negative impacts.

Corporation Counsel Lindsey agreed with Scott, stated it was a seamless transition and Canteen handled the situation very well.

Res. 75-2015

“Moved Comr. VanSickle, second by Comr. Haadsma to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the food services agreement with Canteen and the Administrator/Controller's execution of the agreement is ratified.”

On a roll call vote – Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

3. 2014 Intergovernmental Funding Agreement

Administrator/Controller Scott stated this request came from the Office of the Sheriff and Emergency Management and was a request we saw every year. She stated Calhoun County was part of the Fifth District Consortium and Federal Funds were requested under this consortium. She stated VanBuren County acted as the fiscal agent, as required to be eligible for grant funding. She noted that the way the Federal Government grant cycle works, they were just now getting grants from 2014. She stated that if this was not approved, we would not be eligible for funding that other counties in our area were.

Res. 76-2015

“Moved Comr. Haadsma, second by Comr. Frisbie to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the 2014 Intergovernmental Funding Agreement as presented and authorizes the Board Chair and County Administrator/Controller to sign the agreement on behalf of the county.”

On a roll call vote – Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

4. Changes to the Authorized Staffing Allocation for the Health Department

Administrator/Controller Scott stated the Health Department was asking to tradeng one position for another, adding a Program 1 Tech position and removing a Program Clerk.

Health Officer Rutherford stated this position has evolved in the last few years, because of multitude of programs brought on from grants. He explained that over time additional responsibilities were added to the position so now the work was more acclimated to a tech position. He noted there was minor impact to the budget.

Res. 77-2015

“Moved Comr. Bearman, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve changes to the Authorized Staffing Allocation for the Health Department, including to add a Program Tech I position and remove a Program Clerk.”

On a roll call vote – Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

5. MDEQ Scrap Tire Cleanup Grant

Administrator/Controller Scott stated this was a grant approval request from the Recycling and Solid Waste Program managed by the Health Department and presented in accordance with the grant policy. She stated the Solid Waste Consortium applied for the grant and Calhoun County would receive \$6000 to operate three tire recycle programs this spring.

Health Officer Rutherford stated the consortium allows the county to apply for a larger collaborative grant. He stated that of the \$36,000 grant, Calhoun County would receive \$6000 that would allow for three tire collection programs, one on May 30 in Athens, one on June 27 in Tekonsha, and one on July 25 in Albion. He stated it provided more opportunities to recycle.

Scott noted the collections were for passenger tires only and was free to county residents

Res. 78-2015

“Moved Comr. VanSickle, second by Comr. Haadsma to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Michigan Department of Environmental Quality Scrap Tire Cleanup Grant as presented.”

On a roll call vote – Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

6. Amendment #1 to the Household Hazardous Waste Agreement with Kalamazoo County

Administrator/Controller Scott stated this agenda item was a cost increase to an agreement with Kalamazoo County. She stated this agreement pays the fees for residents of Calhoun County to have a place to dispose of household hazardous waste outside of Calhoun County acceptance times.

Res. 79-2015

“Moved Comr. VanSickle, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Amendment #1 to the Household Hazardous Waste Agreement with Kalamazoo County as presented.”

On a roll call vote – Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

7. Calhoun County Parks – Rules and Regulations

Administrator/Controller Scott stated this item is the adoption of rules and regulations for all county parks. She explained that the Parks Commission and Community Development Educator Ingrid Ault were reviewing all parks related documentation developing a way to do a better job managing and promoting. She stated Corporation Counsel Lindsey worked closely with Ault and Commissioner King to develop these rules.

Corporation Counsel Lindsey stated he and Community Development Educator Ault started with an earlier version of rules then worked to include newer items such as special use permits for renting pavilions.

Res. 80-2015

“Moved Comr. Haadsma, second by Comr. VanSickle to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve
the Calhoun County Parks - Rules and Regulations as presented.”

On a roll call vote – Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

8. FLRSB – Administrative Services Agreement

Administrator/Controller Scott stated this was an Administrative Services agreement with the FireKeepers Local Revenue Sharing Board (FLRSB). She stated the agreement was approved last month by the FLRSB. She stated they chose to have the county provide services such as preparation of agendas and minutes, overseeing the audit, record keeping, and facilitating the grant process. She stated this year the fee was increased from \$25,000 to \$30,000 because the new treasurer asked the county to also produce checks and do all of their bookkeeping, which requires an increased time commitment from county administration.

Res. 81-2015

“Moved Comr. Frisbie, second by Comr. Bearman to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the
Administrative Services Agreement with the FireKeepers Local Revenue Board as
presented.”

On a roll call vote – Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

9. Awards of Contracts for Asphalt Emulsion Materials

Administrator/Controller Scott stated this agenda item was a Road Department bid for emulsion materials.

Assistant County Administrator Wilcox stated this was another example of joint bidding with Jackson County. He explained emulsion materials were used for a number of purposes, mostly seal coating and spray patching, and that this award would provide significant savings to both counties.

Res. 82-2015

“Moved Comr. Bearman, second by Comr. Frisbie to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the contracts
with Michigan Paving & Materials Company and Asphalt Materials Inc., for asphalt
emulsion materials as presented .”

On a roll call vote – Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

10. Justice Center Electric Contract Extension

Administrator/Controller Scott stated this item was a three year extension to our electrical contract with Constellation Energy. She stated this gives us an opportunity to buy utilities through an alternative choice program rather than directly from the utility, as allowed in Michigan. She stated this contract saved us quite a bit of money and utilities was one of the areas we need to be able to act quickly and we rely on Constellation as our consultant to assist us in making decisions.

Assistant County Administrator Wilcox stated this was a customer choice program developed out of Lansing that required the large utilities throughout the state to provide 10% of their utility output to commercial customers. He stated we were fortunate enough to subscribe our Justice Center building. He stated the program allows for alternative energy sources and we've had very good luck with the service. He stated we were recommending a three year contract at a fixed cost.

Res. 83-2015

"Moved Comr. Frisbie, second by Comr. VanSickle to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the three year contract extension with Constellation as presented to purchase electricity for the Justice Center in Battle Creek."

On a roll call vote – Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

11. Adoption of Policy 292 – Assignment of Right of First Refusal

Administrator/Controller Scott stated this was an example of cooperation and collaboration between the Land Bank and the county, with Corporation Counsel assisting. She stated the policy did not have direct impact on the county, just solidified a process for the Land Bank.

Corporation Counsel Lindsey stated he went through the policies of the Land Bank and found that in 2007, this right was assigned to the Land Bank by the county. He stated that policy required the policy to be brought before the Board every year but it had not been done so they felt it necessary to address it. He stated the process was hard for people to understand so this revised policy formally laid it out.

Res. 84-2015

"Moved Comr. Haadsma, second by Comr. Bearman to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve Policy 292, Assignment of Right of First Refusal, as presented."

On a roll call vote – Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

12. Resolution of Intent to Establish a PACE Program

Administrator/Controller Scott stated this was a resolution of intent to establish Property Assessed Clean Energy (PACE) program, which was one of the few economic development incentives the county could offer. She stated this would allow private companies to apply for energy efficient improvements at a lower financing financing. She stated they had a presentation a couple weeks ago, Lean and Green Michigan, and Calhoun County would be joining twelve counties and five cities in Michigan if we joined. She stated there was no cost to the county and no administrative burden. She stated we would declare the whole county as the jurisdiction and appoint Levin Energy Partners to administer the program. She stated the first step was to pass a Resolution of Intent then hold a public hearing at the next Board meeting.

Comr. Haadsma stated he thought it was a great opportunity for Calhoun County.

Comr. Bearman stated he attended the presentation and was surprised at how far people came to attend.

Res. 85-2015

“Moved Comr. Bearman, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby adopt the attached resolution, as presented, formally stating its intention to establish pursuant to Act No. 270, Public Acts of Michigan, 2010, a Property Assessed Clean Energy (PACE) Program and a PACE district, to join Lean & Green Michigan, to utilize Levin Energy Partners, LLC as PACE Administrator, and to set a public hearing on the subject for May 21, at 7:00 p.m.”

On a roll call vote – Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

13. CITIZEN'S TIME

Matthew Hall, Sheridan Township, Chief Steward at the Road Department and Associate Pastor at First Baptist Church reminded everyone it was the National Day of Prayer and stated they had prayed for government workers.

14. COMMISSIONERS TIME

There was none.

15. CLAIMS PAYABLE

- A. Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable from April 8 - 28, 2015 and March 2015 PCard expenditures in the amount of \$3,088,615.87, Road Department Payables from April 13, 2015 in the amount of \$400,096.116 and Road Department Payables from April 22, 2015 in the amount of \$581,077.95

Res. 86-2015

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable from April 8 - 28, 2015 and March 2015 PCard expenditures in the amount of \$3,088,615.87, Road Department Payables from April 13, 2015 in the amount of \$400,096.116 and Road Department Payables from April 22, 2015 in the amount of \$581,077.95 as presented.”

On a roll call vote, Yes – 6, Excused – 1 (Dunn). Motion **CARRIED**.

16. ANNOUNCEMENTS

There was none.

17. ADJOURNMENT

The meeting was adjourned at 8:17 p.m. at the call of the Chair.

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Chairman
Calhoun County Board of Commissioners

Clerk
Calhoun County