

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

July 21, 2016

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, July 21, 2016 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, King, Frisbie, VanSickle and Bearman

Excused: Comr. Dunn

Staff Present: Administrator/Controller Kelli Scott, Assistant County Administrator Brad Wilcox, Finance Director Michele Johnson, Corporation Counsel Jim Dyer and Deputy Clerk Chris McComb

2 and 3. INVOCATION AND PLEDGE OF ALLEGIANCE

A moment of silence was held followed by the Cereal City Barbershop Chorus singing the National Anthem and God Bless America.

4. APPROVAL OF AGENDA

"Moved Comr. Bearman, second by Comr. Reynolds to approve the agenda of the July 21, 2016 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 7, 2016 Regular Session

"Moved Comr. VanSickle, second by Comr. Bearman to approve the minutes of the July 7, 2016 Regular Session of the Calhoun County Board of Commissioners as presented."

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

6. CITIZENS' TIME

Barry Wayne Adams, Marshall, voiced questions about the funds allocated for a county law library.

Deborah Evans, Emmett Township, expressed concerns about the performance of the Clerk/Register of Deeds office.

Jerry, Emmett Township, would like to see entertainment held before the meeting so it starts on time.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Prosecutor Dave Gilbert stated the rape kit tests are done and forty-seven DNA hits. He explained they will be using an attorney and two investigators paid for by the Attorney General to prosecute. He stated the names of the suspects will be released soon.

Road Department Engineer Angie Kline presented Road Department updates on the paving work in Pennfield and Bedford and the Raymond Road Bridge.

Senior Services Manager Carl Gibson stated cooling centers are set up for residents, along with fans being made available through 211 during the heat wave. He stated there would be a seniors event at Bombers Stadium on August 5. He stated they were sponsoring free entry, meals and fun for seniors.

8. SPECIAL ORDER OF BUSINESS

A. Charles M. Blackburn, Jr. Week Proclamation

Comr. King read the proclamation into the record.

PROCLAMATION TO HONOR CHARLES M. BLACKBURN, JR.

WHEREAS, Charles M. Blackburn Jr. has dedicated over 60 years of his life to Amateur Baseball. He has been involved in numerous amateur baseball organizations/leagues; and

WHEREAS, while in his mid-twenties, he was elected to the Board of Directors for the National Amateur Baseball Federation. Fifty-six years later, he is still a member of the Board of Directors. In 1967, at age 31, he became the youngest person ever elected to serve as President of NABF. He still holds this distinction today. In 1987, he was elected to serve as Executive Director/CEO, and is still in this position today; and

WHEREAS, Charles continues to serve on the Board of several amateur baseball organizations/leagues in the greater Washington, D.C. area, and in the state of Maryland. He is currently President of the Maryland State Baseball Association, Commissioner of the Eddie Brooks Collegiate League as well as a member of the USA Baseball Board of Directors. He has also served as Commissioner of Southern Maryland American Legion League, and the Industrial Baseball League of Greater Washington, D.C.; and

WHEREAS, in recognition of his lifelong accomplishments, the National Amateur Baseball Federation named their Major Division, the Charles M. Blackburn Jr. Major Division. The second was being inducted into the 2016 Hall of Fame by the Maryland Old Timers Baseball Association. This award will remain on display at the Babe Ruth Birthplace Museum in Baltimore, Maryland; and

WHEREAS, the NABF's National Championship Tournament for the Charles M. Blackburn, Jr. Division (Battle Creek World Series) will be held in Battle Creek, Michigan for the fourth consecutive year on August 3-7, 2016: and

WHEREAS, Mr. Blackburn has been a terrific advocate for amateur baseball in Battle Creek, Michigan by his support of the Battle Creek World Series.

NOW, THEREFORE BE IT RESOLVED, that the Calhoun County Board of Commissioners hereby proclaims August 3-7, 2016 as

CHARLES M. BLACKBURN JR. WEEK

In Calhoun County, Michigan and asks the residents of Calhoun County to thank Mr. Blackburn for his contributions to amateur baseball in Calhoun County by attending the Battle Creek World Series.

Res. 96-2016

"Moved Comr. Frisbie, second by Comr. Reynolds to approve the Charles M. Blackburn, Jr. Week Proclamation as presented."

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

B. Audit Presentation by Joe Verlin of Gabridge & Col

Gabridge Auditor Joe Verlin stated we received a clean audit, which is the highest award we can receive. He reviewed the highlights of the audit and stated the county is in healthy financial shape as of the end of 2015. He stated he found no issues and gave the county a clean report for good, sound, day-to-day accounting procedures in place.

Res. 97-2016

“Moved Comr. Bearman, second by Comr. Frisbie to approve the 2015 Calhoun County Audit as presented.”

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Bay County Resolution 2016-161 Supporting Reduced Barriers to the Public Use of Public Land
2. City of Battle Creek Public Hearing regarding granting an Obsolete Property Rehabilitation District Certificate

B. Resolutions

1. Calhoun County Social Services Board Reappointment
(Term to Expire December 31, 2019)

{a} Mark Hires

Res. 98-2016

“Moved Comr. VanSickle, second by Comr. Reynolds to approve the Consent Agenda of the July 21, 2016 Board of Commissioners’ Regular Session as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. VanSickle stated there is a Planning Commission meeting coming up and the agenda mostly consists of discussion regarding replacing Board members from expiring terms.

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 followed up on the audit presentation, thanking Joe Verlin and Financial Analyst Jeryl Schoepke for great work on the audit, which was a six month process to create. She also thanked Financial Director Michele Johnson, Budget Analyst Pam Kline, our Department Heads and staff who work together to provide information for the audit. She noted that because of the way our defined benefit is structured, the county's contribution rate is capped at 7%. She stated that has an impact on employees and new hires, as it is higher than other counties and should be evaluated in the future. She stated that we are not required to have a one hundred and eighty page audit book but we think it's valuable to add some things that are not required. She stated that if anyone needs to reference the state of the county, there is good information in the book and this is why we submit our financial statements to the Government Finance Officers Association (GFOA) and we receive the Excellence in Reporting award.

Scott stated the Calhoun Public Safety Information Alliance is made up of agencies that are linked into our crime records data system. She stated it is made up of the county, the City of Battle Creek, Emmett Township and new member Kellogg Community College Public Safety.

Scott stated she attended the kick-off for a work group that the DTMB appointed to create a landing page to reference all reports governments need to access. She stated she is the only county representative. She stated the goal is to have a list of schedules and links to all reports that all government officials need for grant funding.

Scott stated we held a Jail Population Management meeting with Comrs. Frisbie and King and identified potential changes for better reporting. She stated we are trying to shorten the time individuals have to wait for their ability to pay hearing. She stated that hopefully it will lower local population, as we have been around three hundred forty this month.

Scott stated safety meetings are being held and we will be sending communication out soon. She stated we are accelerating changes and improvements because of rising safety concerns.

Scott stated she attended a Summit Pointe Board meeting and received their audit. She stated they changed auditors and it is nice to have a fresh set of eyes on financial reports and controls after so much transition. She stated they did not get unqualified opinion, in fact last year management made a disclaimer that they could not take responsibility for the financial statements because of the change in leadership. She stated this year there was a modified disclaimed opinion; meaning auditors issued an opinion on the income statement but not on the balance sheet because there are still some transactions from prior years with old management.

Scott stated the Internal and BOC Budget Committees met to discuss 2017 budgeting and departments will be submitting their budgets soon. She stated that the current prediction is a two to six percent decrease request to each department.

Scott gave an update on the transition of the recycling center, stating staff is getting positive feedback on the cleanliness and ease of access. She stated when the new facility is constructed; the facility hours will be increased to help meet the needs of the public.

B. New Business

1. Authorization for submittal of the 2015 Act 51 Report

Administrator/Controller Kelli Scott stated this was the annual authorization and submittal of the Act 51 report.

Engineer Angie Kline introduced Julie Anderson, the Senior Accountant for the Jackson County Department of Transportation and the Calhoun County Road Department. Anderson then reviewed the details of the report.

Res. 99-2016

“Motion by Comr. VanSickle, second by Comr. Frisbie to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the submission of the Calhoun County Road Department Annual Financial Report (Act 51) to the State of Michigan as presented.”

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

2. Engineering Reimbursement, Form 2044

Administrator/Controller Scott stated this was the annual submission to the State for reimbursement of \$10,000 for having engineers on staff.

Res. 100-2016

“Moved Comr. Reynolds, second by Comr. Bearman to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the submission of the Engineering Reimbursement, Form 2044, to the State of Michigan for reimbursement of staff licensed professional engineers.”

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

3. MDOT Contract 16-5351, Hot Mix Asphalt

Administrator/Controller Scott stated this was the MDOT contract for the Bellevue Road project from McAllister to 13 Mile Road and there was no local match required.

Res. 101-2016

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve Michigan Department of Transportation Contract 16-5351 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 –6, Excused – 1 (Dunn). Motion **CARRIED**.

4. June 2016 Financial Statements

Administrator/Controller Scott stated that the June 2016 financial statements were presented for the first time by Finance Director Michele Johnson. She stated timing differences are the main difference with revenues and expenditures. She stated they would continue to monitor Indigent Defense expenditures and the Health Department appropriations. She stated they had received projections from the Department Heads and Courts, which were good to get early in the year in case we need to recommend budget amendments.

Res. 102-2016

“Moved Comr. Reynolds, second by Comr. Bearman to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby accept for information the June 2016 Financial Statements as presented.”

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

13. CITIZEN’S TIME

Creighton Burrows, Marengo Township, read statute information regarding the county requirement to have a law library.

Deb Evans, Emmett Township, presented questions regarding the clerk's website regarding deeds.

Vickie Sherman, Tina Yost's Campaign Chair, stated information about the open seat for Circuit Court Judge and Family Court.

Barry Wayne Adams, Marshall, commented on the audit presentation.

Art Kale, Clarence Township, pledged support for Steve Frisbie for County Commissioner and Deb Evans for County Clerk.

14. COMMISSIONERS TIME

Comr. VanSickle presented pictures of the remodel of the BE Henry Building, stating it was his passion and would like to see it stay with the BE Henry Association for what it was intended, a community building. He stated the association is doing an excellent job using it for what it was intended for.

Comr. Frisbie stated he was sad to hear Budget Analyst Pam Kline is retiring in August. He thanked Financial Analyst Jeryl Schoepke and Finance Director Michele Johnson, stating he was proud they provide a clean audit.

Frisbie noted the Social Services Board reappointment on the Consent Agenda and encouraged everyone to attend their meetings, stating they are an independent authority that does a great job.

Frisbie thanked Art Kale for speaking so highly of him.

Comr. Bearman thanked Comr. VanSickle for the pictures of the BE Henry building and agreed the Association is doing a great job.

Bearman asked everyone to give blood because we are in a shortage of blood across the state.

15. CLAIMS PAYABLE

- A. Calhoun County Claims Payable for June 24 - July 7, 2016 in the amount of \$2,213,533.87 and Road Department Claims Payable for June 7, 2016 in the amount of \$14,627.38 and June 14, 2016 in the amount of \$3,265,857.50 as presented.

Res. 103-2016

“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 June 24 - July 7, 2016 in the amount of \$2,213,533.87 and Road Department Claims Payable for June 7, 2016 in the amount of \$14,627.38 and June 14, 2016 in the amount of \$3,265,857.50 as presented.”

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

16. ANNOUNCEMENTS

Comr. Bearman announced there will be a tire pick up at Ketchum Field in Albion by Solid Waste Management.

Comr. Frisbie stated the on July 28 there will be a blood drive from noon to five at First United Methodist Church in Battle Creek in memory of LaVern Brann.

17. ADJOURNMENT

The meeting was adjourned at 8:41 p.m. at the call of the Chair.

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Chairman

Clerk