

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

November 3, 2016

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, November 3, 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. Dunn, Reynolds, Haadsma (arrived at 7:05), Frisbie, King, VanSickle and Bearman

Staff Present: Administrator/Controller Kelli Scott, Assistant County Administrator Brad Wilcox, HR Director Kim Archambault, 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 Comr. Dunn leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

“Moved Comr. Reynolds, second by Comr. Dunn to approve the agenda of the November 3, 2016 Regular Session of the Calhoun County Board of Commissioners.”

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

5. APPROVAL OF MINUTES

A. Minutes of the October 20, 2016 Regular Session

“Moved Comr. VanSickle, second by Comr. Bearman to approve the minutes of the October 20, 2016 Regular Session of the Calhoun County Board of Commissioners as presented.”

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

6. CITIZENS' TIME

Ed Heath, Folk Oil, commented on the fleet fuel system bid, asking the Board to consider Folk Oil for the contract.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Sheriff Matt Saxton stated that some Sheriff's Office staff will be participating in "No Shave November" by paying \$50 to participate, with the proceeds going to the Haven of Rest Jail Ministries. Saxton also stated it was nice to see the old jail in Marshall being removed.

8. SPECIAL ORDER OF BUSINESS

There was none.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

1. Board of Health Appointment
(Term to Expire December 31, 2017)
2. Senior Millage Allocation Committee Appointment
(Terms to Expire April 30, 2018)

{a} Sheryl Mitchell – replacing Rick Hensley

{a} Art Kale

Res. 154-2016

"Moved Comr. Bearman, second by Comr. Reynolds to approve the Consent Agenda of the October 20, 2016 Regular Session of the Calhoun County Board of Commissioners as presented."

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. VanSickle stated he attended a Parks and Recreation Commission meeting and they went over several items. He stated they agreed to build a larger pavilion at Kimball Pines to replace the one damaged by a wind storm a few years ago. He stated they discussed more signage being needed on the Trailway. He stated they will be doing a study on the damage beavers do in the parks.

Comr. King noted that the new pavilion will be paid for partially with insurance money.

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 the Board of Commissioners Budget Committee met again recently and we are winding down the 2017 budget process. She stated we are following up on a couple of the Elected Officials' budgets and we are slated for a recommendation to the Board on November 17. She stated we are facing an employee health insurance increase of 9% despite competitive bids. She stated the Committee reviewed the wage comparison study and will be including some of the recommendations in the 2017 budget. She stated we are required to present a balanced budget, and this year's will be very difficult.

Scott stated she recently attended a Summit Pointe Board meeting; they reviewed their preliminary fiscal year end summaries and will be ending with a small fund balance. She stated they have done a better job of serving the Medicaid and Medicare clients recently. She stated they have appointed a Governance Committee to look at policies and board governance.

Scott stated she and the Comrs. received an email invitation to the Road Department's Safety Day on Tuesday, November 8 at 11:30. She stated she is looking forward to the demonstration of a new service request system.

B. New Business

1. Circuit Court Swift and Sure Sanctions Probation Program

Administrator/Controller Kelli Scott stated this request came under the grant policy that Board approves all new grants. She stated this was a relatively small grant for a program that includes penalties for those who violate probation.

Circuit and Family Court Administrator Jeff Albaugh stated they are joining twenty-two other Circuit Courts in our area in a program created by legislature to target those with a history of violations. He explained that this is not a treatment court and there is no required participation. He stated this program is in cooperation with MDOC staff to identify high risk probationers and they are offered an opportunity to be in the program. He stated the award is the initial \$21,000 grant, with \$1000 going to MDOC. He stated they can use the funds to pay for testing and other requirements.

Res. 155-2016

"Motion by Comr. Haadsma, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Circuit Court 2016/17 Swift and Sure Sanctions Probation Program Agreement as presented."

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

2. SMAC Funding Recommendation for FY 2017-2019

Administrator/Controller Kelli Scott stated the Senior Millage Allocation Committee (SMAC) is asking the Board to adopt three year contracts for services for seniors. She explained that SMAC appropriates millage funds to outside agencies instead of the county directly providing most services.

Res. 156-2016

“Moved Comr. Bearman, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Senior Millage Allocation Committee's funding recommendation for Fiscal Year 2017 - 2019 as presented.”

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

3. Blast Furnace Slag RFB #118J-16 Recommendation

Administrator/Controller Kelli Scott stated this request is to approve a contract to provide slag aggregate for the Road Department and the Jackson Department of Transportation. She noted the bid tabulation was attached to the agenda for review.

Assistant County Administrator Brad Wilcox explained that slag is a by-product of the manufacturing environment that's crushed into stone and used on roads. He stated there are limited foundries, timing is essential and half of the product cost is for trucking. He stated the approval is for a one year contract.

Res. 157-2016

“Motion by Comr. VanSickle, second by Comr. Bearman to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the contract with Osburn Industries Inc., to provide slag aggregate material to the Calhoun County Road Department and the Jackson County Department of Transportation in an amount estimated at \$520,000.”

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

4. Fleet Fuel System RFB #113-16 Recommendation

Administrator/Controller Kelli Scott stated this bid is for the fleet fueling system and we had two local bidders. She stated the bid tabulation is also included with this item.

Assistant County Administrator Brad Wilcox explained we have sixty county vehicles using about 100,000 gallons of fuel per year. He acknowledged the comments from Mr. Heath of Folk Oil and stated Folk Oil has had the contract in the past and both vendors are highly respected. He stated both vendors were equal in many of the terms of the bid and he met with representatives so he could thoroughly understand their bids. He stated the bid stated we requested a cost plus bid because when used the right way it is easy to verify by using daily pricing. He stated Folk Oil submitted a bid that is competitive in terms of the price, but it was not a cost plus bid and instead, a retail price-based fee, which is not the model requested. He believed that Sheriff's and Road Department vehicles would end up chasing down lower prices.

Res. 158-2016

"Motion by Comr. VanSickle, second by Comr. Frisbie to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the recommendation to award a five year contract to Crystal Flash Inc. of Marshall, MI, to provide fueling services for the County's fleet of vehicles Crystal Flash, for an estimated annual amount of \$220,000."

On a roll call vote, Yes – 6, No – 1 (Dunn). Motion **CARRIED**.

13. CITIZEN'S TIME

There was none.

14. COMMISSIONERS TIME

There was none.

15. CLAIMS PAYABLE

- A. County Claims Payable for October 14 - 27, 2016 in the amount of \$8,884,033.40 and Road Department Claims Payable for October 12 - 27, 2016 in the amount of \$1,273,811.33

Res. 159-16

"Moved Comr. Frisbie, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable for October 14 - 27, 2016 in the amount of \$8,884,033.40 and Road Department Claims Payable for October 12 - 27, 2016 in the amount of \$1,273,811.33 as presented.

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

16. ANNOUNCEMENTS

There were none.

17. ADJOURNMENT

The meeting was adjourned at 7:39 p.m. at the call of the Chair.

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Chairman

Clerk to the Board