

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

January 19, 2017

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, January 19, 2017 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, Smith, Frisbie, King, Potter and Tompkins

Staff Present: Administrator/Controller Kelli Scott, Assistant County Administrator Brad Wilcox, Human Resources 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. Smith leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

"Moved Comr. Frisbie, second by Comr. Reynolds to approve the agenda of the January 19, 2017 Regular Session of the Calhoun County Board of Commissioners."

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

5. APPROVAL OF MINUTES

A. Minutes of the January 5, 2017 Regular Session

"Moved Comr. Dunn, second by Comr. Tompkins to approve the minutes of the January 5, 2017 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

Veterans Affairs Director Aaron Edlefson gave an overview of the accomplishments of the Veterans' Affairs office in 2016, such as the scholarship program developed in coordination with Kellogg Community College. He stated he is looking forward to working with Community Development to reach into the community. He stated their office doors are always open and invited to Commissioners to stop by.

Prosecutor Dave Gilbert updated the Board on the rape kit initiative, stating they have made the first arrest and they are expecting to have more charges coming soon. He stated the initiative appears to be very successful and a second investigator will probably be hired in a couple weeks.

Sheriff Matt Saxton stated that on January 31 and February 1 and 2 they will be having their annual immigration inspection and they expect to pass with flying colors. He stated they started off the year busy in law enforcement with two deaths--one a homicide and one an overdose. He noted that they worked with other law enforcement agencies and arrests have been made. He announced Deputy Steve Frierson was retiring after serving more than twenty-five years. He stated Frierson's last day will be January 27 and they will be having a celebration from 11:00 to 1:00 to thank Deputy Frierson for his service.

8. SPECIAL ORDER OF BUSINESS

There was none.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

1. County Administrator/Controller Evaluation Committee Appointments
(Terms to Expire December 31, 2018)

{a} Commissioner Derek King, Chair

{b} Commissioner Kathy-Sue Dunn

{c} Commissioner Carla Reynolds

{d} Kim Archambault

{e} James Dyer

2. Area Metropolitan Service Agency (AMSA) Liaison Appointment
(Term to Expire December 31, 2018)

{a} Commissioner Steve Frisbie

3. Area Agency on Aging Advisory Board Appointment
(Term to Expire December 31, 2018)

{a} Commissioner Gary Tompkins
4. Battle Creek Area Transportation Study (BCATS) Policy Committee Appointments
(Term to Expire December 31, 2018)

{a} Commissioner Steve Frisbie
{b} Christopher Bolt (Alternate)
5. Battle Creek Downtown Development Authority (DDA) Advisory Member Appointments
(Term to Expire December 31, 2018)

{a} Commissioner Carla Reynolds
{b} Kelli Scott
6. Calhoun County Board of Public Health Appointment
(Term to Expire December 31, 2018)

{a} Commissioner Steve Frisbie
7. Calhoun County Board Commissioners' Budget Committee Appointments
(Terms to Expire December 31, 2018)

{a} Commissioner Derek King, Chair
{b} Commissioner Kathy-Sue Dunn
{c} Commissioner Carla Reynolds
8. Calhoun County Community Economic Development Corporation (EDC) Appointments

{a} Keli Scott (Term to expire 12/31/22)
{b} Art Kale (Term to expire 12/31/21)
{c} Amy DePrez (Term to expire 12/31/20)
{d} Mark Montross (Term to expire 12/31/19)
{e} Susan Baldwin (Term to expire 12/31/18)
{f} Commissioner Vic Potter (Term to expire 12/31/18)
{g} Joe Sobieralski (Term to expire 12/31/17)
9. Calhoun County Agricultural and Industrial Society (CCAIS) Liaison Appointment
(Term to Expire December 31, 2018)

{a} Commissioner Vic Potter

10. Calhoun County Consolidated Dispatch Authority (CCDA) Board Appointment
(Term to Expire December 31, 2018)

{a} Commissioner Steve Frisbie
11. Community Action of South Central Michigan Governing Board of Directors
Appointment
(Term to Expire December 31, 2018)

{a} Commissioner Steve Frisbie
12. Community Corrections Advisory Board Appointments
(Term to Expire December 31, 2018)

{a} Commissioner Carla Reynolds
{b} Commissioner Jake Smith (Alternate)
13. Drainage Board Appointments
(Term to Expire December 31, 2018)

{a} Commissioner Derek King, Statutory
{b} Commissioner Vic Potter
14. FireKeepers Local Revenue sharing Board Appointment
(Term to Expire December 31, 2018)

{a} Commissioner Carla Reynolds (Alternate)
15. Gougac Lake Board Appointment
(Term to Expire December 31, 2018)

{a} Commissioner Kathy-Sue Dunn
16. Calhoun County Local Jail Population Management Committee Appointments
(Term to Expire December 31, 2018)

{a} Commissioner Steve Frisbie, Chair
{b} Commissioner Derek King
{c} Commissioner Carla Reynolds
{d} Kelli Scott, Administrator/Controller
{e} Matt Saxton, Sheriff
{f} David Gilbert, Prosecutor
{g} Jim McDonagh, Chief Deputy Sheriff (Alternate for Matt Saxton)

{h} Jeff Albaugh, Circuit/Probate Court Administrator/FOC
{i} Katherine Ambrose, District Court Administrator/Attorney Magistrate
{j} Shannon Koepke, Deputy District Court Administrator (Alternate for Katherine Ambrose)
{k} Michael Jaconette, Chief Judge
{l} Sarah Lincoln, Criminal/Civil Division Judge
{m} Frank Line, Presiding District Court Judge
{n} Kris Getting, Deputy Circuit Court Administrator/FOC (Alternate for Judge Jaconette and Judge Lincoln)

17. Southwest Michigan Behavioral Health (SWMBH) Substance Use Disorder Policy Board Appointments
(Terms to Expire December 31, 2018)

{a} Commissioner Kathy-Sue Dunn
{b} Commissioner Steve Frisbie

18. Calhoun County Land Bank Authority Appointment
(Term to Expire December 31, 2018)

{a} Commission Derek King

19. Calhoun County Board of Commissioners Legislative Liaisons Committee Appointments
(Terms to Expire December 31, 2018)

{a} Commissioner Jake W. Smith, Chair
{b} Commissioner Vic Potter
{c} Commissioner Gary Tompkins

20. Michigan State University Extension Advisory Board Appointment
(Term to Expire December 31, 2018)

{a} Commissioner Jake W. Smith

21. Calhoun County Planning Commission Appointment
(Term to Expire December 31, 2018)

{a} Commissioner Vic Potter

22. Southcentral Michigan Planning Council (SMPC) Appointment
(Term to Expire December 31, 2018)

{a} Commissioner Steve Frisbie

23. Senior Millage Allocation Committee (SMAC) Appointment
(Terms to Expire December 31, 2018)

- {a} Commissioner Vic Potter
- {b} Commissioner Gary Tompkins

24. Solid Waste Advisory Committee Appointment
(Term to Expire December 31, 2018)

- {a} Commissioner Steve Frisbie

25. Calhoun County Remonumentation Peer Group Appointment
(Term is indefinite)

- {a} Mike Pratt

26. Potawatomi Resource Conservation and Development Council Appointments
(Term to Expire December 31, 2018)

- {a} Commissioner Jake W. Smith
- {b} Commissioner Gary Tompkins

27. Homer Lake Management Board Appointment
(Term to Expire December 31, 2018)

- {a} Commissioner Gary Tompkins

28. Information Technology Executive Committee (ITEC) Appointments
(Terms to Expire December 31, 2018)

- {a} Commissioner Jake W. Smith
- {b} Kelli Scott, Administration
- {c} Brad Wilcox, Administration
- {d} Michele Johnson, Finance
- {e} David Hackett, IT
- {f} Tim Hurtt, Sheriff's Office
- {g} Melissa Jelinek, Prosecutor's Office
- {h} Anne Norlander, Clerk and Register of Deeds
- {i} Brian Wensauer, Treasurer
- {j} Kristen Getting, Circuit Court/FOC
- {k} Brigette Reichenbaugh, Health Department
- {l} Christopher Bolt, Road Department

29. Calhoun County Employee Recognition Committee Appointments
(Terms to Expire December 31, 2018)

- {a} Commissioner Kathy-Sue Dunn
- {b} Kelli Scott, Administration
- {c} Sarah Parker, Circuit Court
- {d} Shannon Koepke, District Court
- {e} Brent Thelen, GIS
- {f} Brigitte Reichenbaugh, Health Department
- {g} Megan Sharkey, Human Resources
- {h} Ingrid Ault, Community Development
- {i} Melissa Jelinek, Prosecutor's Office
- {j} Mary Jo Crumpton, Road Department
- {k} Nina Baranowski, Treasurer's Office
- {l} Melinda Weaver, Treasurer's Office
- {m} Brittany Clifton, Water Resources

30. Calhoun County Trailway Alliance Appointment
(Term to Expire December 31, 2018)

- {a} Commissioner Gary Tompkins

Res. 8-2017

"Moved Comr. Frisbie, second by Comr. Reynolds to approve the Consent Agenda of the January 19, 2017 Regular Session of the Calhoun County Board of Commissioners as presented."

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Dunn stated that Summit Pointe had a change in The Coordinating Council (TCC) Committee leadership. She stated they were expecting changes in the Community Connections Committee as well. She stated the Summit Pointe Board as a whole was working on Board Governance.

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 commented that on the Consent Agenda were the appointments to thirty Boards and Committees in accordance with preferences discussed with all commissioners. She added that we have about fifty Committees that the Board appoints to and so more appointments will come throughout the year. She stated some of the Boards have staggered terms and are not yet expiring and some terms are statutory or indefinite. She explained that the Workforce Development Board currently has all seats filled and they are staggered terms with the next expirations coming in March. She stated the Local Department of Health and Human Services Board (governing the Medical Care Facility) is another example of a Board we haven't appointed a Commissioner to recently and so we need to work with them on the best process for such an appointment.

Scott stated the vacant Health Officer position is posted on the County's website, with an updated job description, and we are accepting applications and doing a national search. She added that we are hopeful to find someone but in the meantime Interim Health Officer Michelle Datema is doing a wonderful job.

Scott stated she attended along with several commissioners the 2017 Economic Outlook presented by Battle Creek Unlimited. She stated that even though there was bad news about job cuts from Kellogg, economists are still expecting some job growth. She stated they talked about challenges for education, health factors and a shortage of people trained for skilled labor. She stated it was a good program and well put together with many key officials in attendance.

Scott stated there is a vacant area in the Justice Center after the departure of the City Attorneys and Community Corrections will be moving to that space. She stated that Facilities is working on freshening up the space and it works better for the Sheriff's Office to have them in the same building. She stated she is working with My Community Dental Centers to see if their old space would be good for the planned new Public Dental Clinic.

B. New Business

1. Household Hazardous Waste RFP #125-16 Recommendation

Administrator/Controller Kelli Scott stated this is a request for approval for a household hazardous waste program contractor. She stated Recycling Coordinator Sarah Kelly oversees this program.

Assistant County Administrator Brad Wilcox stated this is a formal bid that followed the formal process. He stated though they are not the low bidder, they were evaluated as the most responsive and qualified vendor. He stated we went with another vendor last cycle for a lower price and it did not work well.

“Motion by Comr. Dunn, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the recommendation to award the contract for Household Hazardous Waste Collection to Drug & Laboratory Disposal, Inc. as presented.”

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

2. Delta Dental Contracts

Administrator/Controller Kelli Scott stated this is one of our annual employee benefit renewal contracts. She stated we competitively bid services regularly to make sure we are cost efficient and offering the best benefits to our employees. She stated we also use employee input to improve benefits.

Human Resources Director Kim Archambault stated this new plan offers employees an option to buy up to a better plan. She stated it doesn't cost the county anything but offers employees an option for more orthodontics coverage. She stated that with that change, we have to have all new contracts signed.

Res. 10-2017

“Moved Comr. Potter, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Delta Dental Contracts as presented.”

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

3. 2017 Budget Amendments for the General Fund

Administrator/Controller Kelli Scott stated the budget amendments come from Finance Director Michele Johnson in compliance with financial policies. She stated some of the changes made in the budget resolution for this year give her the ability to delegate some of the day to day budget adjustments to our Finance staff. She stated that in this case it exceeds her authority of \$20,000, per Board policy, to make budget adjustments. She noted the revenue and expenses were equal and so there is no impact to our General Fund bottom line.

Finance Director Michele Johnson stated there are two amendments. She stated the first is for the Prosecutor's Office and is being presented because we did not have true numbers at the time the budget was presented. She stated it is revenue and expenditures related to the grant for the rape kit initiative. She stated the second is also grant dollars for the Special Response Team and the corresponding budget.

Res. 11-2017

“Motion by Comr. Dunn, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the 2017 Budget Amendments for the General Fund as presented.”

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

4. Approval of Recycling Center Contractor for Marshall Recycling Center

Administrator/Controller Scott stated this is one of two contracts being proposed for the new Recycling Center at the Road Department. She stated we are making sure things are not being hauled to the landfill and if there is any value to the material, it is being recouped. She stated the Center is being reopened this month, it is very popular, and we are looking forward to completing these two final pieces.

Corporation Counsel Dyer stated the contracts are simple and are modeled after the Albion Recycling Center contracts. He stated that Core Recycling will handle newspaper hauling and Metro will handle the rest. He stated that both contracts are market rate rebate contracts, meaning they place containers for collection in the recycling center, they truck out the goods at a fixed rate then rebate the amounts the recyclables are sold for. He stated it is difficult to say what the cost will be, as it will depend on the amount of recyclables.

Res. 12-2017

“Motion by Comr. Tompkins, second by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve a newspaper recycling services contract with Core Recycling to serve the Recycling Center in Marshall, as presented by staff, and to authorize the County Administrator to sign the Agreement, subject to minor changes of language acceptable to the County Corporation Counsel.”

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

5. Metro Recycling Solutions Contract

Corporation Counsel Dyer stated Metro will remove all recyclables except the newspaper and the amount of the haul fee will reduce as the amount removed goes up. He stated it is a very favorable contract for the county and works the same as the Core Recycling contract that was just approved.

Res. 13-2017

“Motion by Comr. Potter, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Metro Recycling Solutions contract as presented.”

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

13. CITIZEN’S TIME

There was none.

14. COMMISSIONERS TIME

Comr. Dunn stated that last year we created an Employee Recognition Committee. She stated that Elections Coordinator Teri Loew is the Employee of the Month. She stated Teri has been with the Clerk’s Office for over 25 years, does a phenomenal job and she wanted to recognize her because she’s a wonderful lady.

Comr. Dunn wished Comr. Smith a happy birthday coming up on January 21.

Comr. Frisbie stated Bill Troskie was named Employee of the Month for the Calhoun County Consolidated Dispatch Authority. He stated bill has been around a very long time and congratulated him.

15. CLAIMS PAYABLE

- A. County Claims Payable for December 30, 2016 through January 12, 2017 in the amount of \$3,118,363.25

Res. 14-2017

“Moved Comr. Smith, second by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the County Claims Payable for December 30, 2016 through January 12, 2017 in the amount of \$3,118,363.25 as presented.”

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

16. ANNOUNCEMENTS

Comr. Tompkins congratulated Albion Public Safety for 100 years of serving community. He stated Chief Kipp and his staff have done a great job.

Comr. Tompkins stated that on January 25 at 6pm, the Bohm Theater will have a ribbon cutting for the Bohm 2 Renovation unveiling.

Comr. Frisbie thanked Administrator/Controller Scott for her time to meet with some of the Townships to talk about possible collaborations with the county. He stated they are exploring to see what possibilities there might be but it is just in discussion phase right now.

17. ADJOURNMENT

The meeting was adjourned at 7:35 p.m. at the call of the Chair.

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Chairman

Clerk to the Board