

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

March 2, 2017

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, March 2, 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, King, and Potter

Excused: Comrs. Frisbie 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. Dunn leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

"Moved Comr. Potter, second by Comr. Smith to approve the agenda of the March 2, 2017 Regular Session of the Calhoun County Board of Commissioners."

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

5. APPROVAL OF MINUTES

A. Minutes of the February 16, 2017 Regular Session

"Moved Comr. Potter, second by Comr. Reynolds to approve the minutes of the February 16, 2017 Regular Session of the Calhoun County Board of Commissioners as presented."

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

6. CITIZENS' TIME

Sandy McKuen inquired about closing the compost center and future plans.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Treasurer Brian Wensauer gave an update on the Treasurer's forfeiture procedures , applications for hardship, dog licenses and also gave an update on the activities of the Land Bank.

Prosecutor Dave Gilbert gave an update on the Rape Kit Program, stating a third person has been charged.

8. SPECIAL ORDER OF BUSINESS

A. Colon Cancer Awareness Proclamation

Comr. Dunn read the proclamation into the record.

WHEREAS, colorectal cancer is third most commonly diagnosed cancer and the second most common cause of cancer deaths for men and women in the United States; and

WHEREAS, the vast majority of colon cancer deaths can be prevented through proper screening and early detection; and

WHEREAS, the survival rate of individuals who have early stage colorectal cancer is 90 percent but is only 10 percent when diagnosed after it has spread to other organs; and

WHEREAS, it is important to educate oneself on the signs and symptoms of colorectal cancer, and to be aware that risk factors increase after the age of 50; and

WHEREAS, Colorectal Cancer Awareness Month is an opportunity to offer education on the signs and symptoms of colorectal cancer, and the importance of early detection and screening; and

WHEREAS, for many years March has been designated as National Colon and Rectal Cancer Awareness Month; and

WHEREAS, the Colon Cancer Alliance has declared March 3, 2017, as National Dress in Blue Day to raise public awareness.

NOW THEREFORE, BE IT RESOLVED, the Calhoun County Board of Commissioners does hereby proclaim Friday, March 3, 2017, as Colon Cancer Awareness Day in Calhoun County and urge residents to participate in National Dress in Blue Day by wearing blue.

Res. 40-2017

"Moved Comr. Smith, second by Comr. Dunn to approve the Colon Cancer Awareness Proclamation as presented."

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

B. Resolution for Adoption of a Pilot Program to Waive Fees for Vital Records for the Homeless Population in Calhoun County

Comr. Smith read the resolution into the record.

WHEREAS, one of the strategies for Michigan’s Campaign to End Homelessness is to “streamline the process of securing identification documents” that includes exploring fee waiver options at county and state levels; and

WHEREAS, vital records such as a birth certificate are required for the receipt of essential services in the non-profit, governmental, and private sectors that can move a person from crisis into more stable situations; and

WHEREAS, vital records are a requirement to obtain a state ID, which is also needed to access many public services as well as open bank accounts, obtain employment, vote, and engage in other day-to-day activities; and

WHEREAS, according to the United Way’s ALICE study, 17% of households in Calhoun County are below the Federal Poverty Line with an additional 29% that have an annual income that is below the survival budget threshold; and

WHEREAS, the cost of obtaining vital records is a significant barrier for the homeless population, low-income individuals and families, and for survivors of domestic violence; and

WHEREAS, according to the National Law Center on Homelessness and Poverty, roughly 50% of the homeless population in the U.S. have been denied access to basic needs services due to not having an ID or birth certificate; and

WHEREAS, 248 surveys were administered to attendees of the 2016 Battle Creek Homeless Health Fair that revealed that 24% of respondents did not have a birth certificate with the majority of them indicating they had trouble securing one and consequently, had been denied access to needed services; and

WHEREAS, research shows that increased access to financial planning and preventative health resources results in less need for more costly duplicated services for the indigent population of various municipalities;

NOW, THEREFORE, BE IT RESOLVED, that the Calhoun County Board of Commissioners hereby adopts a pilot program effective upon passage of this resolution and concluding on December 31, 2017 that provides a fee waiver for eligible residents with the total not exceeding \$3,000; and

BE IT FURTHER RESOLVED, that the Calhoun County Clerk/ Register of Deeds, upon presentation of a letter evidencing financial hardship from the SHARE Center located at 120 Grove Street, Battle Creek, MI. 49037, and completed proper documentation, may waive the fee for needed vital records.

Res. 41-2017

“Moved Comr. Dunn, second by Comr. Reynolds to approve the Resolution for Adoption of a Pilot Program to Waive Fees for Vital Records for the Homeless Population in Calhoun County as presented.”

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Allegan County Resolution to Revise Medicare Prescription Drug Bill of 2003

B. Resolutions

1. Veterans Affairs Committee Appointments
(Terms to Expire February 28, 2021)

{a} Charles Baker

{b} Ronald Cady

Res. 42-2017

“Moved Comr. Dunn, second by Comr. Reynolds to approve the Consent Agenda of the March 2, 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 in conjunction with the Battle Creek Police cut the ribbon on a new Recovery Center in Battle Creek. She stated there was a great turn out, it was a wonderful program, and it will be a great benefit to the County.

Comr. King attended the Parks and Recreation Commission meeting and heard the 2016 Annual Report. He stated the Commission was continually trying to improve the county parks and were currently trying to rebuild the disc golf course in Kimball Pines.

11. UNFINISHED AND OLD BUSINESS

There was none.

12. NEW BUSINESS AND COUNTY ADMINISTRATOR'S REPORT

A. County Administrator/Controller's Report

Administrator/Controller Kelli Scott thanked the Board, Administrative Staff and the Road Department Staff for the Road Department orientation. She stated we are working hard to get out educational information on how roads are funded and how we plan to fix them.

Scott stated she and Comr. Tompkins attended a meeting with Albion College, the City of Albion, the Convention and Visitor's Bureau, Community Development's Jen Bomba, and Road Department Managing Director Christopher Bolt regarding plans to expand Albion College's Equestrian Center. She stated they were trying to work with the State through Senator Nof's office for state funding to create the pieces that will be open to the public like a RV park and a connection to the railway system. She stated we are hoping to hold a public hearing regarding a grant application at the next Board meeting. She stated the County has agreed to help Albion College with the effort as it is a county-wide tourism project. She stated it doesn't require funds from the county but is inline to help with Economic Development.

B. New Business

1. Community Corrections Staffing Allocation Change

Administrator/Controller Scott stated this request comes from the Office of the Sheriff and Community Corrections. She stated staffing allocation changes require Board approval. She stated the request is to fund one position and unfund another and was budget neutral. She stated it helps the Sheriff in his plan to increase security and help clients.

HR Director Kim Archambault stated the request to change the Sheriff's staffing allocation to remove the Bond Agent and add a Jail Diversion Coordinator. She stated there was a \$5300 cost, but no budget adjustment, as it will be covered by other changes and savings.

Sheriff Matt Saxton stated they moved Community Corrections into the Justice Center and this allocation was just moving an employee into the classification of a job she's been doing. He stated the changes made in Community Corrections has saved almost \$90,000.

Res. 43-2017

"Moved Comr. Potter, second by Comr. Dunn to approve changes to the Authorized Staffing Allocation Report for Community Corrections, including moving Jail Diversion Coordinator to Funded and the Bond Agent to Unfunded as presented."

On a roll call vote, Yes – 5, Excused – 2 (Frisbie and Tompkins). Motion **CARRIED**.

2. 2017 Survey and Remonumentation Program Surveyor Agreements

Administrator/Controller Scott stated this was a request from Planning, which is now under Community Development. She stated these contracts are presented every year under Remonumentation Program Grant Funding. She asked the Board to approve the individual agreements and stated the grant provides most of the funding and the rest is provided under deed recording fees.

Res. 44-2017

“Moved Comr. Dunn, second by Comr. Smith to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the 2017 Survey and Remonumentation Program Surveyor Agreements as presented.”

On a roll call vote, Yes – 5, Excused – 2 (Frisbie and Tompkins). Motion **CARRIED**.

3. Finance Department Authorized Staffing Allocation Change

Administrator/Controller Scott stated this request comes from the Finance and Health Departments in response to a vacancy in the Health Department’s Fiscal position. She stated we always look for opportunities to revise job descriptions and opportunities for change. She stated we are realigning the fiscal person in the Health Department to report directly to the Finance Director. She stated the position will still be non-union but will report to the Finance Director and the Health Officer. She stated there was no financial change, just a change in reporting.

Human Resources Director Kim Archambault stated the position is a lower classification and will result in cost savings.

Res. 45-2017

“Motion by Comr. Potter, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve changing the Authorized Staffing Allocation Report to include the addition of a Staff Accountant to the Finance Department, and removal of the Fiscal Manager position currently allocated to the Health Department.”

On a roll call vote, Yes – 5, Excused – 2 (Frisbie and Tompkins). Motion **CARRIED**.

4. Approval of Independent Contract Agreement for Sexual Assault Victims Services

Administrator/Controller Scott stated this request was for approval of an Independent Contract Agreement in accordance with the Rape Kit Program with the Prosecutor and Bronson Battle Creek. She stated the contractor will assist with the victim advocate portion of cases.

Corporation Counsel Jim Dyer stated the contract is with Bronson Battle Creek and calls for employees of the hospital to perform services. He stated the contract patterned that an entity, not an individual will perform the services. He stated the funds come from same grant that funds the sexual assault investigator and the contract is the same.

Prosecutor David Gilbert stressed the importance of having a victim advocate in these cases. He stated the cases are very difficult, the crimes happened years ago and the victims have to relive the incident. He stated we have services but this advocate will travel with the Prosecutor and Investigator when they meet with victims.

Comr. Dunn stated she is in total support of this. She stated she cannot imagine a victim having to deal with an incident from twenty years ago. She stated it's a wonderful program to find the assailant but then the victim has to relive it.

Res. 46-2017

"Motion by Comr. Reynolds, second by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve an Independent Contractor agreement between Calhoun County, The Calhoun County Prosecutor and Bronson Battle Creek Hospital, on behalf of its Sexual Assault Services Department as presented, and to authorize the County Administrator/Controller to sign the Agreement, subject to minor changes of language acceptable to the County Corporation Counsel."

On a roll call vote, Yes – 5, Excused – 2 (Frisbie and Tompkins). Motion **CARRIED**.

13. CITIZEN'S TIME

Carl Gibson, Marshall, reminded everyone that Thursday, April 6, is the Senior Fair at Marshall Middle School. He stated he appreciated everyone's support and hoped to see everyone there.

14. COMMISSIONERS TIME

Comr. Dunn stated the County reinstated the Employee Recognition Committee and she serves on it with Kim Archambault and Kelli Scott. She stated the March Employee of the Month is Tonya Johnson, a Control Room Operator in the jail. She stated Ms. Johnson has only missed only two or three days of work in fourteen years of employment.

15. CLAIMS PAYABLE

- A. County Claims Payable for February 10 - 23, 2017 in the amount of \$3,017,648.19 and Road Department Payables for January 27 – February 23, 2017 in the amount of \$1,087,325.76

Res. 47-2017

"Moved Comr. Dunn, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable for February 10 - 23, 2017 in the amount of \$3,017,648.19 and Road Department Payables for January 27 – February 23, 2017 in the amount of \$1,087,325.76 as presented."

On a roll call vote, Yes –5, Excused – 2 (Frisbie and Tompkins). Motion **CARRIED**.

16. ANNOUNCEMENTS

There were none.

17. ADJOURNMENT

The meeting was adjourned at 7:37 p.m. at the call of the Chair.

cam

Chairman

Clerk to the Board