

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

September 7, 2017

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, August 17, 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. Vette, Reynolds, Smith, Frisbie, King, Potter and Tompkins

Staff Present: Administrator/Controller Kelli Scott, 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. Tompkins leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

“Moved Comr. Potter, second by Comr. Reynolds to approve the agenda of the September 7, 2017 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 August 17, 2017 Regular Session

“Moved Comr. Tompkins, second by Comr. Vette to approve the minutes of the August 17, 2017 Regular Session as presented.”

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

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Sheridan Township Trustee Scott Frederick stated appreciation for the work the Road Department did on the bridge on 26 Mile Road. He stated they got a different company to do an inspection along with the Road Department and he thinks it will make a lot of companies, farmers and residents a lot happier because the bridge will no longer be load locked.

Senior Services Manager Helen Guzzo introduced Senior Millage Allocation Committee (SMAC) applicant Thomas Hunsdorfer, who they were requesting appointment for later in the meeting. She stated they had three applicants for the position that opened when Joanne Konkle resigned. She then explained the budget adjustment requested later in the agenda, Item 12B7, stating it's a supplemental to Community Action's Minor Home Repair Program. She explained that they have a waiting list for their program that funds up to \$3,000 in repairs for low income senior home owners. She stated her office has had a number of phone calls from people who need help so expanding this program will help Community Action continue to address the needs of those residents. She stated the Community Action program is well run and there is a large need for it in the community. She stated she was pleased to be working with the senior centers in Marshall and Albion and they were trying to forge a closer relationship with the Kool Center in Battle Creek.

8. SPECIAL ORDER OF BUSINESS

There was none.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

1. Calhoun Public Safety Information Alliance Board Appointment
(Term is indefinite)

{a} Randy Hazel, replacing Jim McDonagh

2. Veterans' Affairs Committee Reappointment
(Term to Expire October 31, 2021)

{a} George "Rob" Beam

3. Senior Millage Allocation Committee Appointment
(Term to Expire April 30, 2020)

{a} Thomas Hunsdorfer, replacing Joanne Konkle

Res. 181-2017

“Moved Comr. Potter, second by Comr. Reynolds to approve the Consent Agenda of the September 7, 2017 Regular Session as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Tompkins stated he attended a Carewell Services Southwest meeting and heard advocacy updates for Senior Project Fresh, which has given out over thirteen hundred vouchers; seniors’ day at the ballpark, which had almost two hundred seniors attend; and senior day at the Calhoun County Fair, which provided over three hundred fifty meals to seniors.

Comr. Tompkins stated he attended the Senior Millage Allocation Committee (SMAC) meeting on September 1 where they reviewed the first draft of the 2018 budget and reviewed the budget adjustment being presented tonight.

Comr. Vette stated she attended the Gougac Lake Board meeting where they were presented the completed five year project. She stated the lake is the healthiest it’s been and they are on budget. She said they created and are using a schematic map. She stated they will renew with the contractor for another five years to assist in keeping the water clean.

Comr. Vette stated at the Summit Pointe Board meeting they heard about Crisis Intervention Training, a forty hour class that about twenty local officers will take it. She stated the Summit Pointe program will teach officers about mental health issues so they know what to look for. She stated it is a wonderful program and she was glad to hear about it.

Sheriff Saxton stated Meghan Taft from Summit Pointe set up the training, which will be forty hours held at the career center in Battle Creek. He explained professionals from all different areas of mental health services will train with the goal being to have enough officers trained so there is at least one trained officer on duty in the county at all times. He stated that way if there is an issue with someone with mental health issues, they can offer help and resources instead of taking them to jail.

Comr. Frisbie thanked Senior Services Manager Helen Guzzo for her kind words about Community Action and stated he is glad to hear collaboration is being restored. He stated he and Jim Dyer sit on the Community Action Board and he was glad to hear communication was improving. He also stated he will be attending the Municipal Employees Retirement Service (MERS) conference as a representative of 911 and will not be at the next Board meeting.

Comr. King stated he is Chair of the Parks and Recreation Committee and they heard an update from Community Development Director Jen Bomba on what is happening in the parks. He stated they are introducing an Interactive map that will show every park in the county, along with the trailway and

amenities. He stated it is exciting to see it develop and be used. He noted the new person in GIS is working hard on this.

Comr. King stated he attended a Calhoun County Michigan Indigent Defense Commission (MIDC) meeting, noting he was appointed by the Governor to serve on the statewide committee. He stated the MIDC relates to rights of having legal representation. He stated the county is building a plan to comply with state guidelines and they are doing a great job getting it done.

Comr. Frisbie stated he, Comr. Tompkins, Comr. Potter and Comr. King attended a SMART meeting, which gathers commissioners together from many counties. He stated it was held at Gilmore Car Museum with Barry County hosting. He stated they shared stories and had a round table discussion. He stated Kent County is bustling with development. He stated the big topic was around OPEB liabilities and unfunded liability and the Commissioner he sat by said they spent \$24 million getting theirs funded to eighty-eight percent. He stated the Legislative Liaison to the Michigan Association of Counties said there are some counties on the verge of bankruptcy because of unfunded liabilities.

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 stated she also attended the Summit Pointe meeting and they are making improvements in the organization of their finances. She stated they held a public hearing and adopted the budget. She stated they are budgeting \$54 million, with an increase because of Medicaid and the growth in autism services. She stated they did decide to discontinue some services. She stated she was excited that a public hearing and a line item budget in front of the Board are a great change.

Scott stated she attended the Area Metropolitan Services Agency (AMSA) Board meeting with Comr. Frisbie. She explained they are a group made up of the City of Battle Creek and surrounding townships that meet to talk about shared services. She stated they asked for updates on the transit study. She stated they also wanted to hear about what this Board would feel about a 911 surcharge, as some of them would like to see it. She stated transit and the 911 surcharge are consistently the topic of discussion with this group.

She stated we continue refining the bond authorization for the Road Department and the Capital Improvement Program. She stated they met with the architectural firm doing the facility study at the Road Department. She stated they are saying the Road Commission left us with buildings that have not been updated in forty or fifty years. She stated we will not vacate the grounds but we are trying to figure out issues like non-compliance with the Americans with Disabilities Act and mechanical issues and we are hoping Honeywell will help.

B. New Business

1. Southwest Michigan Behavioral Health Intergovernmental Contract

Administrator/Controller Scott stated this is a regional contract that is signed by all eight counties. She stated this is the Regional Coordinating Council that receives Medicaid dollars for substance abuse prevention. She stated this is the first time the contract has been renewed since 2013 and this is just an update, and there are no substantive changes. She stated Administration is recommending approval, noting this is necessary to distribute PA2 dollars.

Res. 182-2017

"Moved Comr. Potter, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the renewed Intergovernmental Contract between Southwest Michigan Behavioral Health Regional Entity ("SWMBH"), Barry County, Berrien County, Branch County, Cass County, Calhoun County, Kalamazoo County, St. Joseph County and Van Buren County, as presented."

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

2. Calhoun County PA2 Alcohol Tax Budget

Administrator/Controller Scott stated the total is just under \$500,000, similar to the current budget with small adjustment for cost of living increases for Sobriety Court and Veterans Court. She stated we are recommending a small increase to Drug Treatment Court to add a part time Case Manager in response to Judges and Court Administrators notification that Drug Court has a big waiting list and they have to turn people away. She stated the addition will help alleviate some of the caseload backup. She stated Haven of Rest funding is still included for \$50,000 and Summit Pointe has been the contractor for treatment services in the jail and in the Juvenile Home for group services. She stated there is annual revenue of \$329,000 so we are using a little bit of the Fund Balance. She stated we are trying to reduce the reliance on PA2 dollars because the annual revenue is expected to be around \$300,000 and once the carryover is gone we will not be able to fund more. She stated we do the best that we can with what we have to work with and we have had a lot of discussions and input with our providers, Southwest Michigan Behavioral Health Alliance (SWMBHA) and the oversight committee. She stated there is a list of prevention services at the bottom of the budget that used to come from the PA2 dollars but after the cuts and the availability of block grant funding from the state, we've been able to shift all of those services to the block grant. She noted we are not formally approving them but she wanted to point out that we are still providing prevention services within the county through the Substance Abuse Council and Substance Abuse Prevention Services.

Res. 183-2017

"Moved Comr. Tompkins, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County PA2 Alcohol Tax Budget for Substance Abuse Prevention and Treatment services for FY17/18 in the amount of \$496,713 in expenses."

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

3. MiWorks! Southwest Workforce Development Board Bylaw Amendments

Administrator/Controller Kelli Scott stated this recommendation from the Workforce Development Board (WDB) and Administration to change the Bylaws of the WDB. She stated they are changing their board member terms so the expirations don't all happen in the same year. She stated they are also limiting the number of County Commissioner appointments to one. She stated this is a four county board and each county gets to appoint a certain number of members to the board based on population. She stated they want to focus their membership on those from the private sector.

Res. 184-2017

"Moved Comr. Potter, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the MiWorks! Southwest Workforce Development Board Amended Bylaws as presented."

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

4. Resolution of Support for the Southcentral Michigan Planning Council's Application to the Economic Development Administration

Administrator/Controller Scott stated we are one of the only regions that didn't have an active planning council so we contracted with Upjohn to recreate this organization for our five county region. She stated this was a loose end from the creation of our council and is submitted to the Federal Economic Development Administration. She noted we are not eligible for federal grants without this. She stated each of the five counties are being asked to approve this resolution.

Res. 185-2017

"Moved Comr. Reynolds, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the resolution of support for the Southcentral Michigan Planning Council's application to the Economic Development Administration for District Organization status."

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

5. Calhoun County Hazard Mitigation Plan

Administrator/Controller Scott stated this is a request for approval of the hazard mitigation plan. She stated this is a necessary document all counties need to be prepared to respond. She stated the document identifies risks then lines up responses and needs to be approved by the Board and submitted to FEMA. She noted the plan was funded through a grant.

Sheriff Saxton stated this plan has already been approved by FEMA and Michigan Homeland Security and this is the final approval required. He noted they also involved the Tribe in this as a partner when preparing the plan.

Res. 186-2017

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

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

6. Signature Authorization for MDOT Grant Award Contract

Administrator/Controller Scott stated this is a request to authorize signatures for the grant award for the transit grant. She stated we received a \$140,000 grant and secured more than was required for the match.

Community Development Director Jen Bomba stated the application was reviewed in February and the grant has been approved so the contracts need to be signed. She stated she will be submitting an RFP for contractors to create a plan. She stated the City of Battle Creek is working on one too. She stated this type of project brings a lot of people to the table and they hope to have a consultant on board soon. She stated Battle Creek had eight responses to their request for contractors and there are not many consultants from Michigan. She noted this grant is only for creating a plan, not to create the transit. She stated they are also working with BC Vision, who is trying to fill gaps for the underserved population.

Comr. King reiterated that this doesn't mean we are creating a County Transit Authority; this is just the creation of a plan. He stated the County Administrator, Board Chair and city leaders get together and started discussions. He stated there are clear boundaries for transportation and many areas that have no services. He stated once this is up and running we would like to work with the local services to see who is using it.

Res. 187-2017

“Moved Comr. Potter, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby Authorize Board Chair Derek King to sign the contract with the Michigan Department of Transportation (MDOT) Service Development and New Technology (SDNT) Program for funding to assist in developing a Countywide Transit Service Plan.”

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

7. Senior Services Budget Adjustment

Administrator/Controller Scott stated this is a request from Senior Services for a \$45,000 budget adjustment that the Senior Millage Allocation Committee (SMAC) has already approved. She stated that the funds will come from within the annual allocation that comes from the senior millage that is \$2.6 million and part of that was unallocated so it will not be taken from another program. She stated we will move the budget line from unallocated to this allocation and require formal approval because it exceeds Administration's adjustment threshold of \$20,000.

Comr. Potter noted that both he and Comr. Tompkins serve on the SMAC and reiterated that all of the funds being adjusted were unallocated, this is \$45,000 of \$70,000 they had available. He stated there seems to be a big need so the Committee supported the adjustment.

Comr. Frisbie stated he thinks it is great they are collaborating with existing organizations and not recreating the wheel and spending our dollars wisely.

Res. 188-2017

“Moved Comr. Potter, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Senior Services budget adjustment of \$45,000 for the Minor Home Repair Program as presented.”

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

8. MDOT Contract 17-5385

Administrator/Controller Scott stated that through Rural Task Force, the Road Department, along with regional planning agencies, submits a priority list. She stated they have allocated our portion of the federal dollars based on miles. She stated this is another example of how we need to make sure we participate with the planning agencies. She stated the engineering staff at the Road Department keeps track of these contracts and this is a great way to do work without having to use all county resources.

Road Department Operations Manager Doug Steffen stated that this contract is for 28 Mile Road just south of O Drive to S Drive and they will be doing the guard rail, shoulders and paving. He stated skip paving will be done with county dollars followed by paving next year. He stated they are excited for the project, as this is a heavily traveled road.

Res. 189-2017

“Moved Comr. Tompkins, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve MDOT Contract #17-5385 and authorizes the Board Chair and the Administrator/Controller to sign on behalf of the County.”

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

9. Probate Judge Salary Increase

Administrator/Controller Scott stated we are required request Board approval to change a Judge’s salary, though they are set by the state. She stated the State Court Administrator’s Office (SCAO) sent a memo notifying us of the increase. She noted that our Judges’ salaries are on our payroll but the State reimburses us but will with Board acceptance

Res. 190-2017

“Moved Comr. Vette, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the MDOT Contract #17-5385 and authorizes the Board Chair and the Administrator/Controller to sign the contract on behalf of the county.”

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

10. Turkeyville Rest Area RFP #124-17 Contract Award

Administrator/Controller Scott stated this is a bid award for the state contract to take care of the rest area on I69 by N Drive North. She stated we received three bid responses and there was a large variation in the bids. She stated the incumbent is being awarded as the low bidder and they were most compliant. She stated this was for the maintenance of the grounds as well as the building.

Res. 191-2017

“Moved Comr. Potter, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the award of a two year contract with the possibility of a one –year extension upon mutual agreement of both parties, to provide maintenance at the I-69 Rest Area #R722 in the amount of \$84,320 per year to Hi-Tec Building Services based on their bid response to RFB#124-17.”

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

13. CITIZEN’S TIME

Tom Hunsdorfer thanked the Board for endorsing his appointment to the Senior Millage Allocation Committee. He stated it is an honor to follow Joanne Konkle, he has been told he has big shoes to fill as she’s been a great public servant. He stated he’s been involved in senior issues in Albion for the last ten years and he’s pleased with the new energy and leadership Senior Services Manager Helen Guzzo is bringing to the senior community.

14. COMMISSIONERS TIME

Comr. Potter inquired about the process or timeline for the Road Department Managing Director.

Administrator/Controller Scott stated we have met with Doug Steffen and Angie Kline and their staff to get an input on what skill sets are and where gaps are. She stated there is not an urgency, that things are being covered and we will address any issues we hear of. She stated we are taking time to make sure we find the best solution. She stated we are working with the Townships and moving forward to get funding to get through this year and next. She stated we are still in process of evaluating the position and the needs and will be for a couple of months.

Comr. Vette stated it is typical to take that amount of time to replace someone at a Managing Director level.

15. CLAIMS PAYABLE

A. County Claims Payable for August 11 -31, 2017 in the amount of \$3,298,231.09

Res. 192-2017

“Moved Comr. Potter, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable for August 11 - 31, 2017 in the amount of \$3,298,231.09 as presented.”

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

16. ANNOUNCEMENTS

Comr. Tompkins stated the last Swinging at the Shell concert will be held Sunday, September 10 at Victory Park in Albion at 6:00 p.m. with a performance by Old Friends, a Simon and Garfunkel tribute band.

Comr. Tompkins stated the 51st Annual Festival of the Forks will be September 14-16 and will include a carnival, car show, live music and two parades.

Comr. Tompkins stated the 15th Annual Car, Bike and Tractor Show will be in downtown Homer on September 16 from 9:00 to 3:00 with a variety of vehicles on display.

Comr. Vette announced that on Monday, September 18, there will be a spaghetti supper at Barista Blues to raise money for bus tokens for family member of Summit Pointe patients. She stated she is serving and the times are 3:00, 5:00 and 7:00.

Comr. King wished Comr. Reynolds a Happy Anniversary.

17. ADJOURNMENT

The meeting was adjourned at 7:59 p.m. at the call of the Chair.

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Chairman

Clerk to the Board