

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

September 21, 2017

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, September 21, 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, King, Potter and Tompkins

Excused: Comr. Frisbie

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 in honor of former Veteran's Affairs Committee Member and Veteran's Advocate Jack Hunn, who passed away recently. This was followed by Comr. Vette leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

"Moved Comr. Potter, second by Comr. Reynolds to approve the agenda of the September 21, 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 September 7, 2017 Regular Session

"Moved Comr. Tompkins, second by Comr. Smith to approve the minutes of the September 7, 2017 Regular Session as presented."

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

6. CITIZENS' TIME

Beau Bess of Ceresco stated he was attending with fellow residents of 9 ½ Mile Road to express their issues with the way the Road Department has been taking care of the road. He stated it has not been taken care of properly and they all feel the road should have been patched with asphalt.

Steven Lutes of Ceresco stated he has lived on 9 ½ Mile Road for over thirty years and he does not believe the road is being taken care of properly.

Rita Renke of Ceresco stated she is concerned about 9 ½ Mile Road, as it once was blacktop and now is gravel.

Nan Worthington of Ceresco stated 9 ½ Mile Road was a gravel road when she moved there in the seventies so in the nineties the residents paid for special assessment to have it paved because they didn't like living on a gravel road. She stated she has concerns with how much it's deteriorated.

Mike Jones of Ceresco stated he is upset with the condition of the 9 ½ Mile Road and preferred it when it was dirt.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

There were none.

8. SPECIAL ORDER OF BUSINESS

There was none.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Genesee County Resolution 17-369 - Opposition to a reduction or the elimination of federal funding for the Great Lakes Restoration Initiative
2. Mecosta County Resolution 2017-06 Requesting Michigan Association of Counties Reconsider Conference Locations

B. Resolutions

There were none.

Res. 193-2017

"Moved Comr. Potter, second by Comr. Reynolds to approve the Consent Agenda of the September 21, 2017 Regular Session as presented."

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Tompkins stated he attended a Calhoun County Trailway Association (CCTA) meeting and they heard consultant reports about upcoming events, including the Trailabration on October 12 and the ribbon cutting ceremony for the Albion River Trail. He stated they also had a discussion on proposed trail routes and working on those that have the least resistance.

Comr. Tompkins stated the Area Agency on Aging Advisory Council meeting was cancelled.

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 the Calhoun County Visitors' Bureau (CV B) met on September 12 and elected officers, with Comr. Vette as Chair, she as the Treasurer, Diane Tompkins is the Vice President and Eric Green from Kellogg Community College is the Secretary.

She attended Michigan Municipal Services Authority (MMSA) board meeting where they considered a contract with the Local Community Stabilization Authority, which is an authority appointed by the State that collects the use tax that's associated with Personal Property Tax reimbursement. She explained that as part of that process there was a use tax established for some businesses and that's the money used to reimburse local governments from the money they lose from the elimination of Personal Property Tax.

She stated she attended the Gang of Lakes Intercounty Drain Board meeting with Corporation Counsel Jim Dyer, Finance Director Michele Johnson and representatives from the Road Department. She explained that the county was the petitioner a couple years ago for a study for the next scope of the Gang of Lakes Drain project, solely to determine if it will move forward. She stated they are continuing to follow up and there have been engineering studies. She stated the scope has been narrowed to recommend four culvert replacements primarily in Clarence Township, the northeast part of county and crosses into Jackson. She stated there are flooding issues, they petitioned the study and the Water Resources Commissioners' recommendation is not to do drain work but strictly culvert replacement. The Drain Board has asked the county how much interest we have doing the work through Road Department under Water Resources to follow their permitting process and see if it would save money to replace the culverts or not. She stated we are in the process of getting estimates from the DEQ to figure out if it represents a significant savings if we decide to recommend the Board consider whether to move forward with that project.

She offered her congratulations to county staff and employees and thanked Human Resources and especially Marie St. Amand for working so hard on the Corporate Cup. She stated the county participates in the countywide Health and Wellness Initiative with other organizations in Division 3. She stated the County participated in all kinds of events and placed second overall. She stated it was a great from a health and wellness standpoint.

She stated the Michigan Association of Counties Conference is next week. She stated she will be attending along with Comr. Frisbie. She stated at the conference she will convene the Michigan Association of County Administrative Officers (MACAO) Board Meeting as President of the Association.

B. New Business

1. Honeywell Phase 4 Contract

Administrator/Controller Scott stated this is the third time we have talked about this next phase with Honeywell. She stated they came in and did a survey of County and Road Department facilities. She stated the scope of county building upgrades is the same as previously presented and we would like approval of the Honeywell contract only tonight. She stated the contract is for about \$4.4 million to replace heating and cooling plus smaller components for building controls and water efficiency for Marshall and the Justice Center. She stated we are estimating the savings over the next twenty years will total about \$8 million. She stated County Administration does recommend approval. She noted we were planning to include about \$1 million for Road Department facility upgrades but the facilities assessment report was just received and there are a lot of longer term needs to discuss. She stated because of this the Road Department improvements are no longer included in this request, and that only the other county facilities are included in this request.

Res. 194-2017

“Moved Comr. Potter, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the contract with Honeywell International Inc. to provide an Energy Savings Program including County facility improvements in the amount of \$4,396,538 as presented, contingent upon the Board’s approval for the \$9 million bond authorization resolution which includes \$4.6 million in needed building improvements and capital equipment, in addition to the Honeywell contract amount.”

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

2. Resolution Authorizing Issuance of Series 2017 MTF Act 51 Bonds

Administrator/Controller Scott stated this is a proposal to move to the next step of bond issuance for road improvements. She stated this proposal was presented at previous meeting with the reimbursement resolution, which authorizes that the bonds can reimburse this year's projects as well as next year's. She stated we are recommending an up to \$18 million bond issuance for the next two years' road improvements. She stated we are approaching this the same way as we do capital improvement at the county, paying for long term assets using long term financing rather than tie up operating funds and reduce cash flow. She stated we are looking at three different types of projects. She stated the first is the grant funded projects, all of which have been prioritized and vetted through either the Battle Creek Area Transportation Study (BCATS) or the Rural Task Force. She stated the grant funded projects are a great way to leverage state and federal dollars with a pretty low match requirement, over the next three years will total just under \$3 million. She stated there are also local road projects that we know of this year and we think might be in the works for next year, about \$4.7 million. She stated we want to make sure we have sufficient cash on hand to get into those projects as they come up. She stated the last category is primary roads, which has typically been at the county's cost. She stated we have had to prioritize with leftover funding at the end of each year for this work. She stated that with the amendment of the policy earlier this year, Convis Township has agreed to pay thirty percent of their primary road work and our portion is also included in this bond. She stated the hope is that we can do many more. She stated the total of all of the categories is just under \$18 million and this is the final step for this bond issuance within the parameters of our Bond Counsel, within the debt limit we have with Act 51 and affordability within the available funds from the Road Department budget with zero funds coming from the county's General Fund. She asked for approval and stated that the bonds will be sold within the next month or two.

Res. 195-2017

"Moved Comr. Potter, second by Comr. Smith to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Resolution Authorizing Issuance and Sale of Michigan Transportation Fund Bonds, Series 2017, not to exceed \$18,000,000, as presented."

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

3. Calhoun County Public Health Department Fiscal Year Ending 2018 Budget

Administrator/Controller Kelli Scott stated this is the annual budget request for the Health Department, which is done now because they are on a different fiscal year. She explained their budget year begins October 1 to coincide with the State of Michigan. She stated we took the opportunity to really take apart every line item and better understand funding as well as how to operate better. She stated Health Officer Eric Pessel has put a lot of thought into staffing plans and ways to reorganize. She stated we also looked at the fee schedule, which Pessel found some are out of line with the market and not covering actual costs.

Finance Director Michele Johnson stated we followed a budget process like the county's. She stated they started with the memo and budget packets to their department heads in May. She stated they also had a review by their Internal Budget Committee and a Board of Health Budget Committee. She stated the budget has been presented to Board of Health and approved. She stated it is a balanced budget of \$7.6 million, a 0.7% increase from last year, or about \$55,000. She stated we reviewed the assumptions that are used to determine cost increases, taking the time to dig deeper. She stated the indirect rate does not need to change, costs can be charged back to funding sources. She stated they can continue all programs except the Michigan Adolescent Parenting Program and they will redirect program participants to other programs. She stated they did continue with the Zika surveillance program and lead testing exposure case management program. She stated there is a net staffing increasing just under one half time employee after moving staff around. She stated we reviewed the fee schedule and are proposing a three percent across the board fee increase. She stated Finance is requesting adoption.

Health Officer Eric Pessel introduced their new staff accountant Kyler Watson.

Res. 196-2017

"Moved Comr. Vette, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Public Health Department Fiscal Year Ending 2018 Budget as presented."

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

4. 2017 Budget Adjustments for the General Fund and Special Revenue Funds

Administrator/Controller Scott stated these are adjustments needed for requests that exceed the \$20,000 threshold of approval for Administration. She stated the Health Department is getting ready to close out their fiscal year and requires funds to be moved but the adjustments balance with available revenue. She stated the Clerk and Register of Deeds has requested funding for new voting equipment that they will purchase on behalf of all local units of government. She stated we will increase revenues and corresponding expenditures so it will be a pass through. She explained that the Sheriff's Medical Marijuana grant allocation adjustment is needed because the grant is based on a fixed amount by the number of medical marijuana cards. She stated that in February the Sheriff and the agenda cover memo mentioned that we may have to supplement funding for the grant, which is for drug education and enforcement. She stated that the grant covers approximately half of the deputy assigned and the request is to take additional funds within the Sheriff's General Fund budget to cover the shortfall in the grant budget. She stated the Sheriff has expressed intent to build that position into next year's budget and will request General Fund money to supplement the grant going forward.

Res. 197-2017

"Moved Comr. Vette, 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 and Special Revenue Funds as presented."

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

5. August 2017 Financial Statement

Finance Director Michele Johnson stated Finance is presenting a status quo report. She stated we are below budget on expenses and revenue. She stated revenue is starting to see summer tax collection revenue. She stated there are no concerns with expenditures and no major additional notes, other than benefit costs not related to fringe are higher than expected so we may have to do a budget adjustment.

Res. 198-2017

“Moved Comr. Tompkins, second by Comr. Potter to approve the following: Resolved the Calhoun County Board of Commissioners does hereby accept the August 2017 Financial Report for informational purposes as presented.”

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

13. CITIZEN’S TIME

Robin Quick of Ceresco stated she has lived on 9 ½ Mile Road for twenty-three years and they all paid to have the road paved in the nineties. She stated they have one hundred sixty-six feet of road frontage and it has been turned to gravel.

14. COMMISSIONERS TIME

Comr. King stated he was at the Justice Center earlier today with the Sheriff but he had to go to a meeting up north. He stated the Department of Detention Immigration and Customs Enforcement (ICE) and Immigration Inspection came in to do an inspection. He stated the jail holds six hundred inmates and two hundred seventy are immigrants. He announced on behalf of the Sheriff that they got a glowing review. He gave kudos to the jail staff and Chief Deputy Randy Hazel.

15. CLAIMS PAYABLE

- A. County Claims Payable for September 1 - 14, 2017 in the amount of \$4,636,571.19

Res. 199-2017

“Moved Comr. Potter, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the claims payable for September 1 - 14, 2017 in the amount of \$4,636,571.19 as presented.”

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

16. ANNOUNCEMENTS

Comr. Tompkins stated the Homer Historical Society will be holding its 42nd Annual Fall Festival September 23 from 11:00 a.m. to 4p.m. at Blair Historical Farm and there will be exhibits, demonstrations, activities and food, with a theme focusing on one room schoolhouses.

Comr. Tompkins announced the Albion Big Read Program will kick off Saturday, September 30 from 1:00 to 4:00 p.m. with a parade followed by a celebration at Holland Park, including live music, food, circus performers, a photo booth and more.

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