

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

October 5, 2017

1. CALL TO ORDER/ROLL CALL

The Annual Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, October 5, 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, 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. Reynolds leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

Chair King stated that on January 5, 2017, the Board adopted our schedule of meetings for 2017 and designated the October 5, 2017 meeting as the annual meeting, required by MCL 46.01. In accordance with Board of Commissioners' Rule 1.3, the Chair will entertain a motion to temporarily suspend rule 2.3 to ratify the previous selection of October 5, 2017 as the date of the Annual meeting of the Calhoun County Board of Commissioners.

Res. 200-2017

"Moved Comr. Potter, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby, in accordance with Board of Commissioners' Rule 1.3, temporarily suspend rule 2.3 to ratify the previous selection of October 5, 2017 as the date of the Annual Meeting of the Calhoun County Board of Commissioners."

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

Res. 201-2017

"Moved Comr. Reynolds, second by Comr. Smith to approve the following: Resolved the Calhoun County Board of Commissioners doe hereby add agenda item 8A to the agenda – Election of the Board of Canvassers According to MCL 168-24c(3)."

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

“Moved Comr. Vette, second by Comr. Reynolds to approve the agenda of the October 5, 2017 Annual 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 21, 2017 Regular Session

“Moved Comr. Tompkins, second by Comr. Potter to approve the minutes of the September 21, 2017 Regular Session as presented.”

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

6. CITIZENS’ TIME

Mike Bearman of Albion commended the Board and the Road Department on how good the roads are looking in the County and wondered if the Board will adopt an evidence based way of tracking how the Road Department is doing.

7. ELECTED/APPOINTED COUNTY OFFICIALS’ COMMENTS

Prosecutor David Gilbert welcomed Matthew Waite to their office, stating he is an instructor at Olivet College and attorney in Albion.

Sheriff Matt Saxton recognized retirees Lieutenant Dan Latta, who retired after over twenty-five years with the Sheriff’s Office and was in charge of the Springfield division and Deputy John Holtz, who retired after twenty-three years with the Sheriff’s Office and three with the Juvenile Home.

8. SPECIAL ORDER OF BUSINESS

A. Board of Canvassers Election

MCL 168.24c provides that the Board of Commissioners, within 10 days after convening for the annual meeting, shall elect by ballot one of the three nominees for each position and the Board of Commissioners shall appoint that person to the position.

The Calhoun County Board of Commissioners by public vote has elected Republican Sue Groth and Democrat Marilyn Kosmowski to be appointed to the Calhoun County Board of Canvassers for a term of four years beginning November 1, 2017, and ending October 31, 2021.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Bay County Resolution Regarding the State's Development of a Physical and Behavioral Health Integration Policy

B. Resolutions

1. Calhoun County Planning Commission Appointment
(Term to Expire May 30, 2020)

{a} Scott Fleming

Res. 200-2017

"Moved Comr. Potter, second by Comr. Reynolds to approve the Consent Agenda of the October 5, 2017 Regular Session as presented."

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Vette announced that the Calhoun County Employee Recognition Committee awarded Lynn Wilder of Tenth District Court employee of the month for August. She stated Lynn is a ten year employee and works as a court secretary and Judge Durham's secretary. She stated the employee of the month for September is actually two people, Chris Bishop and Josh Farnum of the maintenance department. She congratulated all three and expressed her appreciation of their service.

Comr. Frisbie stated he is the Chair of the Community Action Board and they are working on a conversion to a policy governance style. He stated they had an annual review of their CEO and it went well. He stated she refused a pay raise, which he thought was very admirable. He recognized her and her staff and stated he appreciated their hard work.

Comr. King stated the Parks and Recreation Committee discussed the parks plans and follow up after several committees have met. He stated they talked about the lack of funding for the parks as well as the trailway plan for Bridge Park and the Ott. He stated Community Development Director Jen Bomba is making great strides in getting things organized and the parks are doing well.

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 Summit Pointe Board, which Comr. Vette is Chair of, met and reviewed the CEO Jeannie Goodrich's performance. She stated she was rated very favorable by the Board. She stated they are continuing to work on balancing the budget and moving forward.

B. New Business

1. Resolution Authorizing Issuance and Sale of 2017 General Obligation Limited Tax Bonds

Administrator/Controller Scott stated this is the final step following the Notice of Intent to Issue up to \$9 million in bonds. She stated we published the notice and the contract with Honeywell was approved at the last Board meeting and Honeywell Government Market Leader Dick Williams is here to answer any questions the Board may have. She stated \$4.4 million of the bond will be for the planned efficiency updates with Honeywell and the remainder will be for Capital Improvement Plan updates. She stated the proposal does not include the Road Department facility improvements, which will be determined as part of upcoming long term planning. She stated the Authorization to Issue Resolution was prepared by our bond counsel, Miller Canfield. She explained this sets the parameters for interest rates and we are expecting around 3%. She stated the estimated debt service schedule was prepared by our financial advisors, Bendzinski and Co. She stated that Administration recommends approval.

Res. 201-2017

"Moved Comr. Tompkins, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Resolution Authorizing Issuance and Sale of 2017 General Obligation Limited Tax Bonds in an amount not to exceed \$9,000,000 to finance capital improvements for energy conservation and other improvements to County facilities, as presented."

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

2. Water Resources Commissioner Annual Report

Administrator/Controller Scott stated this is the Annual Water Resources Commissioner report and will be presented by Water Resources Commissioner Fred Heaton.

Water Resources Commissioner Fred Heaton stated we started out with a rough, wet year and they have responded to issues, though many were not drain issues. He stated that no matter what, he responds and assists people or directs them to the appropriate person or department. He stated now the dry weather has caused problems, especially from a variety of weeds problem blocking drains. He stated they did thirty-three redistricting projects this year, which checks the legal drain and also the district for the acreage (amount of water flowing to the amount of acreage in the drain). He stated he has found this is a very accurate way of determining how many acres are in a district and the legality of

it. He stated they completed three hundred twenty-one redistricting in 2016, thirty-three so far and they hope to finish this year. He stated the majority of people who have come in have been satisfied with the explanation of what the minimal charges for work will be. He explained that for the County at large assessments are down, as are costs. He stated that after talking to Supervisors in Lee, Clarence and Athens Townships, the work there has been limited to save their expenses.

Comr. Potter stated he read the Water Resources report and appreciated Comr. Heaton's efforts.

Comr. Tompkins echoed Comr. Potter, stating Comr. Heaton had done a great job and he appreciated the efforts too.

Res. 202-2017

"Moved Comr. Vette, second by Comr. Potter to approve the following: Resolved the Calhoun County Board of Commissioners does hereby accept the 2017 Drain & Lake Level Projects Assessment Summary and Annual Report and directs the Water Resources Commissioner to proceed as provided by law."

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

3. Fiscal Year 2018 Community Corrections PA511 Grant

Administrator/Controller Kelli Scott stated this is a request under the grants policy to approve an annual grant for the Office of the Sheriff. She noted the Board of Commissioners' Budget Committee met this week and talked about the status of next year's budget. She stated we have received departmental requests and we will soon be holding departmental budget hearings. She stated she is optimistic even though we are working with flat funding. She stated this grant is for \$42,560 plus the drunk driver specific line item.

Sheriff Saxton stated this is a State of Michigan grant out of the Department of Corrections and helps us keep our prison population down by doing more locally within the jail with treatment programs. He explained that Calhoun County had a fourteen percent commitment last year, meaning that only fourteen percent of convicted felons go to prison and the rest go through treatment programs. He stated that the State has, unfortunately, cut funding to some of the programs that were working well. He stated they submitted their grant request for over \$200,000 and received \$42,000. He stated that last year they received \$80,000 then received an additional \$80,000 later in the year but they can't count on that to happen every year. He stated they need to continue the programming, which was funding assistance with cognitive learning and drunken driving prevention. He stated pretrial services were cut out, and that helps with the prison commitment rate. He stated he has talked with Representatives Bizon and Maturen, Senator Nofs and the Governor's office to help with the situation. He asked the Board for acceptance and support.

Comr. Frisbie thanked Sheriff Saxton and Prosecutor David Gilbert and everyone involved in the process, stating they are having a good impact. He encouraged everyone to spread the word that the cuts are counterproductive to our efforts and it affects many things when people are in jail.

Saxton stated that if we send someone to prison they become a cost to the State, but if we keep them local in our programs, the funding comes from the County so it would benefit them to help us keep local programs.

Comr. Vette echoed Comr. Frisbie, stating the Sheriff's Office continues to do a phenomenal job with alternative programs. She inquired what the state commitment rate was.

Saxton stated it was twenty-four percent, or 42,000 inmates incarcerated with the Department of Corrections, which is down seventeen percent.

Res. 203-2017

"Moved Comr. Frisbie, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby accept the Fiscal Year 2018 Community Corrections PA511 Grant award as presented and approves Administrator/Controller Kelli Scott to sign award document."

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

4. Memorandum of Agreement between the Nottawaseppi Band of Huron Potawatomi and the Calhoun County Road Department

Administrator/Controller Scott stated this is a Memorandum of Agreement between the Nottawaseppi Huron Band of Pottawatomi and the Road Department. She stated this is a good example of intergovernmental collaboration to get road work done. She stated that unlike county policy requiring a match, the Tribe has their own federal funding sources and can pay the entire amount to get their roads fixed. She stated we are supplying the engineering to work with the Tribe to get the work done.

Road Department Engineering Director Angie Kline stated this is a local, gravel road. She stated they have done twelve soil borings and there is peat in a few sections, so they will do undercutting this fall and then paving in the spring.

Comr. Vette asked for an explanation of what needs to be done.

Kline explained that they will dig out the peat then fill in with sand and gravel. She stated the road has never been paved so they will let it sit for the winter to see if there is settlement before putting in pavement

Comr. Potter confirmed this work was being done at no cost to the county; we are only supplying engineering support.

Res. 204-2017

“Moved Comr. Vette, second by Comr. Frisbie to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the road resurfacing and improvement work along Q Drive South from 7050' west of 1 1/2 Mile Road to 1 1/2 Mile Road, a county local road in Calhoun County; and authorizes the Board Chair and Administrator/Controller to sign the agreement on behalf of Calhoun County.”

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

5. Allied Health Services Lease Recommendation

Administrator/Controller Scott stated this is a lease for office space in the Albion Human Services building.

Assistant County Administrator Brad Wilcox stated we have had a lot of success finding community based organizations to serve the Albion area. He stated the Department of Health and Human Services moved out of Albion about ten years ago and the County Public Health Department opened an office there. He stated this is a management firm for health and human services, the agreement is for one year and the building is now full.

Res. 205-2017

“Moved Comr. Tompkins, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the lease agreement with Allied Human Services, Inc. to provide office space in the Calhoun County Albion Human Services Building as presented.”

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

6. Albion Lease Home Care Wellness

Administrator/Controller Scott stated this is also a lease for office space in the Albion building.

Assistant County Administrator Brad Wilcox stated we have been looking at tenants that may be able to work together and this is another one year agreement. He stated that construction and modifications to offices spaces is done in-house and figured into the lease.

Res. 206-2017

“Moved Comr. Vette, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the lease agreement with Home Care Wellness to provide office space in the Calhoun County Albion Human Services Building as presented.”

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

7. Signs and Post RFB #128J-17 Bid Recommendation

Administrator/Controller Scott stated this is a joint bid with Jackson County Department of Transportation (JCDOT). She stated the recommendation to award the bid to the incumbent, Dornbos, for a three year contract. She stated it was an estimated amount of \$500,000 over three years, of which Calhoun's portion is \$88,000 per year.

Assistant County Administrator Brad Wilcox stated this is the third time we have bid this since 2013. He stated the \$88,000 for the Road Department is different and is significantly higher than previous year. He stated it was a joint request for proposal JCDOT. He stated they had five bidders and Dornbos was the lowest and most responsive. He stated this is the second round they have been awarded with the two agencies and we are happy with them. He explained that the Michigan Department of Transportation has made a new standard for signs and they are replacing all of the old signs to meet the standard.

Res. 207-2017

"Moved Comr. Vette, second by Comr. Potter to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve a three year contract with Dornbos Sign, Inc. for road signs and posts as presented."

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

13. CITIZEN'S TIME

Mike Bearman of Albion stated he has been looking around the county and seeing some of our businesses leaving. He stated that while the Board was talking about budget, they should help knock down barriers between municipalities that will help us work together.

14. COMMISSIONERS TIME

Comr. Tompkins stated that on September 28 he joined the Farm Bureau Ag Tour with several other community leaders to toured four agricultural operations to see the facets of the operations and careers associated. He thanked the Calhoun County Farm Bureau for the invitation, Tommy Piepkow of Kilbourn Farms, Duane Hoffman of Hoffman Ag Services, Doug DeLand of Anderson Ethanol Plant and Peter Loonen of Holloo Farms for taking the time to show them around.

Comr. Frisbie encouraged everyone to go online to the Calhoun County Consolidated Dispatch Authority website and create a profile that will provide information to first responders in case of emergencies. He explained this is a voluntary service that retains any information that you would want first responders coming to your home to know, such as medical conditions or pets in the home.

Comr. Reynolds announced that the Albion NAACP Freedom Fund Dinner will be held at Baldwin Hall at Albion College on Saturday, October 7.

15. CLAIMS PAYABLE

A. County Claims Payable for September 15 - 28, 2017 in the amount of \$7,034,162.84

Res. 208-2017

“Moved Comr. Potter, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the County Claims Payable for September 15 - 28, 2017 in the amount of \$7,034,162.84.”

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

16. ANNOUNCEMENTS

Comr. Reynolds announced the speaker at the Albion NAACP Freedom Fund Dinner will be Kim Trent.

Comr. Tompkins announced the first Homer “All In” Community Breakfast will be held Friday, October 13 at 7:30 a.m. at the Homer High School Media Center.

Comr. Frisbie clarified that the information provided to Smart 911 is confidential and will only be accessed if you call 911 and the dispatcher can see it. He stated it can be found at www.Calhouncounty911.org.

17. CLOSED SESSION TO CONSIDER THE WRITTEN OPINION OF THE COUNTY CORPORATION COUNSEL, MATERIAL THAT IS EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE; SPECIFICALLY MCL 15.243(1)(D) AND (G); AND MCL 767.5A(2)

Res. 209-2017

“Moved Comr. Frisbie, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby retire to closed session to consider the written opinion of counsel, material that is exempt from discussion or disclosure by state or federal statute; specifically MCL 15.243(1)(D) and (G); and MCL 767.5A(2).”

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

The Board retired to Closed Session at 7:56 and returned to Open Session at 8:37 p.m.

18. ADJOURNMENT

The meeting was adjourned at 8:37 p.m. at the call of the Chair.

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Chairman

Clerk to the Board