

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

October 19, 2017

1. CALL TO ORDER/ROLL CALL

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

Excused: Comr. Reynolds

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. Smith, second by Comr. Vette to approve the agenda of the October 19, 2017 Apportionment Session of the Calhoun County Board of Commissioners as presented."

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

5. APPROVAL OF MINUTES

A. Minutes of the October 5, 2017 Annual Session

"Moved Comr. Potter, second by Comr. Smith to approve the minutes of the October 5, 2017 Annual Session as presented."

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

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Sheriff Matt Saxton wished a Happy Birthday to Administrator/Controller Kelli Scott. He stated that jail numbers are still high for both local and boarded inmates, with today at a total of over six hundred. He stated they have been short staffed, as have many correctional facilities in the state and across the country. He thanked his corrections staff for providing great service to the community. He stated the law enforcement staff has also been working hard. He stated he's very proud of the men and women who serve this county.

Treasurer Brian Wensauer stated the forfeiture team has been out visiting people in the community and talking about hardship extensions. He stated he has had a good response from the community and thanked his team.

Veterans' Affairs Manager Aaron Edlefson announced the Homeless Fair and VA Standown would be October 20 at Full Blast. He stated they were expecting about five hundred homeless and those in danger of becoming homeless. He stated they were expecting about eighty vendors and they were looking forward to it as providers, as it was a good opportunity to get face to face. He invited everyone to the opening ceremony at 8:30 a.m. October 20.

8. SPECIAL ORDER OF BUSINESS

A. 2017 Red Ribbon Drug Prevention Campaign Presentaton

Harry Bonner introduced Marshall Middle School teacher Mrs. Richey, stating they were in attendance to explain the Red Ribbon Drug Prevention Campaign.

Mr. Richey, a student leadership teacher, explained she is working with thirteen students to put together their second Red Ribbon Campaign in Marshall and Albion. She stated the campaign was started to honor a DEA agent who was murdered trying to stop drug trafficking. She stated it is a national campaign that she presented to her students and they wanted to promote it. She stated the campaign will run from October 23 through October 31. She introduced students Addison Powers and Cora Churchill.

Addison Powers stated the initiatives they were doing for this campaign were a spirit week in which they wear red bands each day to raise awareness and a door decorating contest that incorporates a drug-free message. She stated they went to the Marshall City Council meeting and talked about their campaign, they handed out red ribbons in Albion at Family Fare and will do the same at Marshall Family Fare this weekend. She stated they are also hanging up red ribbons downtown.

Mrs. Richey added that the Marshall Fountain will be lit red next week in honor of the campaign as well.

B. American Association of University Women of Battle Creek 100th Anniversary Proclamation

Comr. Smith read the proclamation into the record.

Kathy Shaw and another associate from the UAW of Battle Creek accepted the proclamation.

Res. 209-2017

“Moved Comr. Potter, second by Comr. Vette to approve the American Association of University Women of Battle Creek 100th Anniversary proclamation as presented.”

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

C. Tribute to Chief Larry Cochensparger

Comr. Frisbie read the proclamation into the record.

Chief Cochensparger accepted the tribute and thanked the Commissioners and his fire crew.

Res. 210-2017

“Moved Comr. Frisbie, second by Comr. Vette to approve the tribute to Chief Larry Cochensparger as presented.”

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

D. 2017 Homeless Health Fair and VA Standdown Proclamation

Comr. Potter read the proclamation into the record.

Res. 211-2017

“Moved Comr. Vette, second by Comr. Smith to approve the 2017 Homeless Health Fair and VA Standdown proclamation as presented.”

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

E. Presentation and Approval of the 2017 Apportionment Report

Equalization Consultant Roger McEvers presented the 2017 Apportionment Report, explaining this is a complete compilation of tax rate request forms that conveys the authority to levy taxes.

Res. 212-2017

“Moved Comr. Tompkins, second by Comr. Potter to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the 2017 Apportionment Report as presented.”

On a roll call vote, Yes – 5, Excused – 1 (Reynolds). Motion **CARRIED**.

F. United Way Proclamation

Comr. Vette read the proclamation into the record.

Res. 213-2017

“Moved Comr. Vette, second by Comr. Frisbie to approve the following: Resolved the Calhoun County Board of Commissioners does hereby to approve the United Way proclamation as presented.”

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

- 1. Chippewa County Resolution opposing change to Federal funding of the Great Lakes Restoration Initiative
- 2. Eaton County Resolution 17-9-79 opposing changes to Federal funding for the Great Lakes Restoration Initiative

B. Resolutions

- 1. Calhoun County Department of Health and Human Services Appointment (Term to Expire October 31, 2020)

{a} Joyce Spicer

Res. 214-2017

“Moved Comr. Frisbie, second by Comr. Potter to approve the Consent Agenda of the October 19, 2017 Apportionment Session as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr Tompkins stated the Senior Millage Allocation Committee (SMAC) met and discussed requests for recommendations from the subcommittees. He stated they also discussed their commitments to the Forks Senior Center and Heritage Commons.

Comr. Tompkins stated the Calhoun County Trailway Alliance met and added a new member, Carol Petredean and announced they have held fundraising activities to raise approximately \$9400 and plan to have more.

Comr. Tompkins stated he attended the Area Agency on Aging/Carewell Services Board meeting where they reviewed meeting dates for 2018 and received a third quarter report on Forks Senior Center.

Comr. Vette announced the Calhoun County October Employee of the Month is Betsy Haadsma of the Treasurer's Office and wished her congratulations.

Comr. Frisbie stated he attended the Calhoun County Consolidated Dispatch Authority Board meeting where they reviewed an evaluation of Director Rich Feole. He stated it went well and they are pleased with his performance.

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 stated she attended a Board of Health meeting with Comr. Frisbie and they discussed the School Wellness Program evaluation. She stated it is a new fiscal year for the Health Department and they have changed funding arrangements for the program. She explained that school districts and the County are paying more because the grant funding is tapering off. She stated the Foundations paid for and external evaluator to review best practices and sustainability of the program and this is a major initiative the Health Department is undertaking right now.

Scott stated she attended a BC/Cal/Kal Board meeting, explaining that she is on this board with representatives from Battle Creek, Calhoun and Kalamazoo Counties to discuss economic development. She added that the Board is about doing research to better explain and promote the value of our Foreign Trade Zone.

Scott stated she attended the Marshall Area Economic Development Alliance (MAEDA) Board meeting where they received updates on the progress of potential projects for Marshall. She stated there was legislation recently introduced that may be a problem for to city's efforts to provide high speed internet. She stated the legislation amends the Uniform Budgeting Act to prohibit local governments from using state and local dollars for internet service. She stated this effort would derail projects that would give residents and businesses better service.

B. New Business

1. Cognitive Interventions Contract

Administrator/Controller Scott stated this Community Corrections contract covers the cost of educational services in group settings. She stated we are happy to get funding assistance for these programs.

Sheriff Matt Saxton stated this contract coincides with the grant funding announced at the last meeting. He stated the State will fully fund these educational programs and he is supporting 100%. He noted the contract provides \$32,000 to cover the services.

Res. 215-2017

“Moved Comr. Potter, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Cognitive Interventions contract for the period of October 1, 2017 through September 30, 2018 as presented and authorizes the Board Chair to sign the contract on behalf of Calhoun County.”

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

2. Senior Services and Calhoun County Public Health Department Contract for Hearing and Vision Services

Administrator/Controller Scott stated all three of the next items have been discussed and supported by the Senior Millage Allocation Committee (SMAC). She noted Comrs. Potter and Tompkins serve on the SMAC. She stated these are all contract amendments for approval. She explained that we have implemented a contract administration module to track contract electronically and get better follow up on contract expirations. She stated the contract is for funds allocated to the Health Department for hearing and vision services. She stated the proposal is to shift funds from vision service to hearing to meet demand. She noted and all of the amendments are adjustments to funds already committed.

Res. 216-2017

“Moved Comr. Potter, second by Comr. Tompkins to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the amendment to the Senior Services Fiscal Year 2014 to 2018 contract with the Calhoun County Public Health Department for hearing and vision assistance as presented.”

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

3. Senior Services and Community Action Home Heating Assistance Supplement

Administrator/Controller Kelli Scott stated this is an amendment to the Community Action contract, also to meet demand. She stated the request is to increase the funding to the Home Heating Assistance Program by \$13,500, adding to the \$85,000 already allocated for the program. She noted that so far this year they have assisted two hundred and eight-nine seniors with this program.

Comr. Frisbie stated they discussed this at the Community Action Executive Committee meeting and the program will be out of money by the end of the year because of the decline of federal funding.

Res. 217-2017

“Moved Comr. Potter, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve supplemental funding to Community Action to assist with their home heating assistance program as presented.”

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

4. Senior Health Partners Memorandum of Understanding and Partnership Guidelines

Administrator/Controller Scott stated this is a renewal of a partnership with Senior Health Partners, consisting of CentraCare, Summit Pointe, Bronson Battle Creek, the county and the YMCA. She stated it is an annual commitment of \$25,000 that allows Senior Health Partnerw to provide services and programming to seniors. She stated this is been budgeted in the Senior Services budget and has been in place since 2014.

Res. 218-2017

“Moved Comr. Tompkins, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the renewal of the Senior Health Partners Memo of Understanding and Partnership Guidelines through September 30, 2020 as presented.”

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

5. Memorandum of Understanding Between the Department of the Attorney General and the Calhoun County Prosecutor

Administrator/Controller Scott stated this agreement with the State covers all costs of the attorney and the investigator assigned to the sexual assault kit investigation program. She stated they are doing great work and cases are being solved.

Attorney Michelle Richardson stated the investigation of these cases has brought a sense of justice to people and people are expressing appreciation for the second look.

Res. 219-2017

“Moved Comr. Tompkins, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Memo of Understanding between the Department of Attorney General and the Calhoun County Prosecutor's Office as presented.”

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

6. Amended Policy #374 – Employee Identification

Administrator/Controller Scott stated the county’s administrative team continues to work through policy review and recommend modifications when changes are warranted. She explained this amendment is correlated to the countywide security initiative. She stated the policy was adopted in 2002 and has been completely overhauled. She explained that one of the capital improvement projects is upgrading all door access in county buildings. She stated we will be consolidating the staff informational database and printing ID cards. She stated we will be tightening up on the ID policy and employees will be required to have visible ID badges on at all times.

Assistant Administrator Brad Wilcox stated this was reinforcing the policy because we are expanding the security system for much needed upgrades and improvements.

Human Resources Director Kim Archambault stated this has been vetted through the Department Heads, Elected Official and Union representatives. She stated we did receive comments and have incorporated them.

Res. 220-2017

“Moved Comr. Vette, second by Comr. Smith to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve changes to Policy #374 - Employee Identification as presented.”

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

7. Amended Policy #310 – Job Classification and Compensation

Human Resources Director Kim Archambault stated the majority of the changes are process improvement. She state the most notable of the changes is for the Deputies to Elected Officials, who are currently paid ten percent below the wage of the Elected Official. She stated we are recommending that their wages be an annual recommendation in the budget. She noted we also added a section to the policy to allow for on call and call back pay for IT staff that responds to emergency calls. She stated the rest of the changes are procedural.

Administrator/Controller Scott stated the Deputies’ salaries didn’t match up with the market. She stated we implemented the results of wage study last year and over the next two years for everyone except the Board of Commissioners, Elected Officials and their Deputies. She stated their recommendations will come with the 2018 budget in December . She stated this allows for a more direct Board setting of salaries instead of their wages being tied to Elected Officials.

Res. 221-2017

“Moved Comr. Potter, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve changes to Policy #310 - Job Classification and Compensation as presented.”

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

8. September 2017 Financial Statements

Finance Director Michele Johnson stated that both revenue and expenditures are on budget. She explained that collections, revenue and spending are at expectations but at a faster rate. She stated that revenue collection is up with summer tax collection and jail bed rentals are at a much higher volume than prior years, with September being a record month for collection. She stated the Health Department completed their fiscal year and are working on year end. She noted that reimbursement requests are also being completed.

Res. 221-2017

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

On a voice vote, Motion **CARRIED**

13. CITIZEN’S TIME

There was none.

14. COMMISSIONERS TIME

There was none.

15. CLAIMS PAYABLE

- A. County Claims Payable for September 29 through October 12, 2017 in the amount of \$13,261,345.52

Res. 222-2017

“Moved Comr. Potter, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the County Claims Payable for September 29 through October 12, 2017 in the amount of \$13,261,345.52 as presented.”

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

16. ANNOUNCEMENTS

Comr. Frisbie stated the Pennfield football team did a tribute to Veterans, and that the Pennfield Exchange Club spaghetti dinner was upcoming. Frisbie noted what a great thing it was to see the Harper Creek and Coldwater volleyball teams come together to sing the National Anthem when the recording wouldn’t play. He stated these two teams are rivals but came together on the court and it was a touching thing to see.

Comr. Tompkins announced that on October 22 there would be a Walk the Beat Music Festival in Albion featuring over forty bands of different genres at various spots in town. Prizes. Literacy in music in albion.

Comr. Tompkins announced the Homer Family Literacy Night. He stated there would be dinner during the event sponsored by the Albion/Homer United Way.

Comr. Tompkins invited everyone to Eggs and Issues on October 21 in Albion at J. Kevin Tidd Funeral Home.

Comr. King congratulated to Michigan State University on their victory over the University of Michigan.

Comr. Tompkins stated that the Albion Chili Cookoff would be October 21 at the Albion Fire Station.

Comr. Vette presented a birthday congratulations to Kelli Scott, stating she appreciates her hard work and long hours.

17. ADJOURNMENT

The meeting was adjourned at 8:04 p.m. at the call of the Chair.

cam

Chairman

Clerk to the Board