

**PROCEEDINGS OF THE  
BOARD OF COMMISSIONERS**

November 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, November 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. 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. Frisbie leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

“Moved Comr. Potter, second by Comr. Reynolds to approve the agenda of the November 2, 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 October 19, 2017 Apportionment Session

“Moved Comr. Tompkins, second by Comr. Vette to approve the minutes of the October 19, 2017 Apportionment Session as presented.”

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

6. CITIZENS' TIME

Carl Gibson of Marshall commended the Senior Millage Allocation Committee (SMAC) and the Board for moving ahead with recommendations from the Senior Services Department. He stated there would be another millage vote in three years and he would like to see things continue because it's a wonderful service.

## 7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Senior Services Manager Helen Guzzo stated the bids were issued August 8 and companies were given time for written responses. She stated the Senior Millage Allocation Committee (SMAC) reviewed as did the Review Committee. She stated they had an appeal at the October SMAC meeting but they voted to move forward with the recommendation. She recognized SMAC members that were in attendance: Rod Auton, Teresa Schell, Art Kale, Commissioner Gary Tompkins, and Commissioner Vic Potter. She stated they were moving forward and have been very busy with Medicare open enrollment and activities such as the Homer Hoedown. She stated she appreciated the proclamation for Homeless Fair and VA Stand Down the Board passed at their last meeting.

Sheriff Matt Saxton stated that the Sheriff's Office participates in "no shave November". He stated last year they did it and raised money for their jail ministries. He stated staff wanted to do again this year and will pay \$50 in both November and December to participate. He stated the November funds collected will go to Shop with a Cop and December's will go to the Haven of Rest's jail ministries program.

## 8. SPECIAL ORDER OF BUSINESS

There was none.

## 9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

1. Parks and Recreation Commission Reappointments  
(Term to Expire December 31, 2020)

{a} Annette Chapman

{b} Lindsey Johnson

{c} John Rodwan

Res. 223-2017

"Moved Comr. Potter, second by Comr. Reynolds to approve the Consent Agenda of the November 2, 2017 Regular Session as presented."

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

## 10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. King stated there was no Parks and Recreation meeting this month but they continue working on Historic Bridge Park plan and will be closing the bathrooms and the dock for the season. He stated they are also continuing to do upkeep on the Trailway.

Comr. King stated the countywide Indigent Defense Workgroup met and approved the draft plan for submission to the state. He stated it looks good and staff worked hard on it. He stated it will be reviewed by the regional manager then will be submitting to the state before the deadline.

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 we have submitted the Indigent Defense Plan to the regional manager. She stated we are proposing to transition to a Public Defenders Office that will report to county administration instead of the judiciary. She stated the State will award grants for the additional amount of funds and resources required. She stated the budget for the first year is around \$2.1 million and will include increased training and meeting space. She stated the MIDC has sixty days to respond to our plan request and the expectation is that it might be 2019 before we implement changes. Comr. Frisbie asked how long the state grants will be available. Scott replied that there has been no indication that the grants will end.

Scott stated the BOC Budget Committee met for budget hearings with the Elected Officials. She stated the Finance staff did follow up with county wide budget assumptions. She stated they will follow up with some of the Elected Officials on variances. She stated we will finalize the budget next week, and that the public hearing will be at the November 16 Board meeting, with approval by the Board to be requested at the first December meeting.

Scott stated the City/County leadership met and heard updates on the County-wide transit initiative. She stated we will be issuing a RFP for a contractor soon. She stated the group is interested in a future presentation on performance based budgeting, and they also talked about the new medical marijuana licensing, facilities and the impact.

Scott expressed appreciation for Executive Secretary Chris McComb's service to Calhoun County.

B. New Business

1. MDHHS Refugee Contract Amendment

Administrator/Controller Scott stated this amendment is to reduce the amount of funding for the third and final year of the contract. She stated the Health Department has indicated that this reduction will not hurt us because we have not reached full capacity. She stated this funds health screening and immunizations for refugees.

Res. 224-2017

“Moved Comr. Frisbie, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Public Health Department and Michigan Department of Health and Human Refugee Health Assessment Services Contract Amendment as presented.”

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

2. MDOT Contract 17-5444

Administrator/Controller Scott stated this is a standard MDOT contract for road construction work in the Albion area, around and leading to Albion College. She stated these are grant funds for the roads surrounding the Albion Equestrian Center.

Road Department Engineering Manager Angie Kline stated this is an urban project, with a maximum grant amount of \$375,000. She stated the MTF bond prioritized this work to make the road to the proper width because this work was planned before Equestrian Center was put in so more width is needed to accommodate the horse trailers. She stated this grant does include a forty-six percent county match.

Res. 225-2017

“Moved Comr. Tompkins, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve MDOT Contract 17-5444 as presented 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**.

3. Senior Services RFP Funding Recommendations for FY 2018 - 2020

Administrator/Controller Kelli Scott stated these are funding recommendations from the Senior Millage Allocation Committee (SMAC). She stated SMAC and Senior Services provided a lot of background information, including a matrix and costs, and spent a lot of time recommending the contracts. She stated there are two contracts with Carewell Services, one for benefits counseling and one for a personal emergency response system; a contract with Senior Services of Southwest Michigan for handy helper services; a contract with Fountain Clinic for prescription assistance; and a contract with Senior Health Partners for community care. She stated that each comes with contracts per the new strategy of SMAC to include performance e indicators and increased accountability.

Comr. Potter stated the RFP Committee did their due diligence with Assistant County Administrator Brad Wilcox’s assistance. He stated they did have an appeal and the vote was eleven to one in favor of the recommendation after the appeal. He appreciated the work Senior Services Manager Helen Guzzo did on all of the contracts.

Comr. Tompkins echoed Comr. Potter's sentiments, stating Guzzo did a good job and he appreciated the hard work.

Res. 226-2017

"Moved Comr. Potter, second by Comr. Tompkins to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Senior Millage Allocation Committee's funding recommendation for fiscal year 2018 - 2020 as presented, subject to minor changes in language acceptable to the Administrator/Controller and Corporation Counsel."

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

4. Treasurer's Office 2017 Staffing Allocation Change

Administrator/Controller Scott stated this is a request for authorization of a staffing change in Treasurer's Office. She stated she appreciates staffing review by Elected Officials and the willingness to restructure. She explained that their Fiscal Specialist left and in reviewing their organizational chart, they found this accounting position could be removed and replaced with a forfeiture position. She stated the fiscal impact is minimal and is to the Forfeiture Fund, not the General Fund. She noted that Human Resources has reviewed the change and it is within policy.

Human Resources Director Kim Archambault noted there is already an identical position in the same union.

Res. 227-2017

"Moved Comr. Frisbie, second by Comr. Vette to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve changes to the Authorized Staffing Allocation Report for the Treasurer's Office as presented."

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

5. Consumer's Energy Easement for Tree Trimming

Administrator/Controller Scott stated this is a request to approve an easement for Consumers Energy to do tree trimming work on our property

Corporation Counsel Jim Dyer stated this is a landlocked parcel transferred to the county from a construction company many years ago. He explained that Consumers Energy owns a fairly large strip of land that is adjacent to that property and they would like to trim the trees.

Res. 228-2017

"Moved Comr. Potter, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve an easement for brush and tree trimming between Calhoun County and Consumer's Energy Corporation, as presented, and to authorizes the County Board Chairperson to sign the easement, subject to minor changes of language acceptable to the County Administrator and Corporation Counsel."

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

13. CITIZEN'S TIME

Art Kale, Homer Village Manager, recognized Executive Secretary Chris McComb's service to Calhoun County.

14. COMMISSIONERS TIME

There was none.

15. CLAIMS PAYABLE

A. County Claims Payable for October 13 to 26, 2017 in the amount of \$2,581,775.64

Res. 229-2017

"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 October 13 to 26, 2017 in the amount of \$2,581,775.64 as presented."

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

16. ANNOUNCEMENTS

Comr. Tompkins announced the Forks Senior Center would be holding an arts and crafts holiday extravaganza.

Comr. Tompkins stated that on Wednesday, November 8 the American Legion would be having a Swiss steak dinner and would be accepting unwrapped toys for Toys for Tots.

Comr. Tompkins announced the Homer All In Breakfast on November 10.

Comr. Reynolds wished Comr. Vette a happy birthday on November 9.

Comr. Frisbie announced that on Saturday, November 4, from 9:00 a.m. to 3:00 p.m. the Pennfield Education Foundation would be holding an arts and crafts show at Pennfield Middle School with over two hundred vendors.

Comr. King stated the Harper Creek volleyball team lost to Lakeview and the Marshall versus Pennfield game was coming up. He wished all of the local volleyball teams good luck.

Comr. King asked that everyone keep Tiffany Eichorst Welsh, a former Calhoun County and now City of Battle Creek employee, in their thoughts as she struggles with health issues.

17. ADJOURNMENT

The meeting was adjourned at 7:39 p.m. at the call of the Chair.

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Chairman

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Clerk to the Board