

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

March 15, 2018

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, March 15, 2018 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. King, Potter, Tompkins, Smith, and Frisbie, Reynolds

Excused: Comr. Vette

Staff Present: Administrator/Controller Kelli Scott, Finance Director Michele Johnson, Corporation Counsel Jim Dyer and Deputy Clerk Shana Huerta

2 and 3. INVOCATION AND PLEDGE OF ALLEGIANCE

A moment of silence was held followed by Comr. Potter leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

“Moved Comr. Potter, second by Comr. Reynolds to approve the agenda of the March 15, 2018 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 March 1, 2018 Board of Commissioners Regular Session

“Moved Comr. Smith, second by Potter to approve the minutes of the March 1, 2018 Regular Session as presented.”

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

6. CITIZENS' TIME

Clarendon Township Supervisor Steve Shrock read a letter expressing a desire to have a few supervisors take part in the selection process for the new Road Department Managing Director. The letter also requested that the hiring panel include the Administrator, Commissioners, Supervisors and business leaders. Mr. Shrock read that they would like to strengthen the relationship between County

government, the Road Department and townships through this process. Mr. Schrock also stated that the townships would like to receive a copy of the audit on funds spent on each township including the amount received and amount spent. The letter was signed by supervisors of Fredonia, Tekonsha, Emmett, Sheridan, Marengo, Homer, Athens, Lee, Marshall, Newton, Albion, Clarence and Eckford Townships.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Treasurer Brian Wensauer provided a credit card update stating that they have implemented accepting credit cards at the Senior Services office and are in the process of switching to GOV-PAY, a provider that would not charge any type of fees, with the goal to get all departments active on GOV-PAY. The Health Department is scheduled to tentatively go online in April. Mr. Wensauer stated the department was in the middle of balancing accounts and reports on settlement with 21 townships/cities already loaded with the remaining being completed the following day. The process allows taxpayers to get printed bills and see the delinquent information online. Treasurer Wensauer stated that the hardship extensions were unfortunately up from the previous year with 87 to date compared to the 67 that were filed last year. Treasurer Wensauer also shared that first year forfeitures increased from 672 to 722 and there were 187 foreclosures in 2017. He thanked his staff, Michele Johnson and Kelli Scott's team on their teamwork and hard work in getting the settlements done early.

Sheriff Matt Saxton stated that he attended a press conference early in the week regarding the opioid coalition receiving a \$70,000 grant from Blue Cross Blue Shield to assist with the issues that Calhoun County has experienced. He stated that Summit Pointe, Substance Abuse Council, Health Department and law enforcement agencies have seen good things, specifically the Recovery Center located in Battle Creek. Sheriff Saxton stated that some of the funds received will support education efforts and training on Narcan and while statistics were presented he reminded everyone that each one of those numbers is a human being and represents someone's family member. He stated that the Center has received over 1,000 visits with 500 of those receiving in house treatment. Mr. Saxton also stated that the number of overdoses is rising which is affected by the fact that the County is doing a better job of tracking numbers.

Comr. Frisbie stated that there were 38 opioid overdose deaths last year in Calhoun County which was more than car crashes and thanked Sheriff Saxton for his efforts in the movement to address the serious issue.

Mr. Saxton also thanked the EMS group for their efforts.

Prosecutor Dave Gilbert stated that he was present at the Opioid Task Force the prior day along with Comr. Frisbie. Mr. Gilbert shared that there was an incident regarding inappropriate conduct between a Marshall teacher and a student and thanked the Marshall Police Department and Sheriff's Department for their quick response and the case is currently in the process of prosecution. He stated that the school is moving forward and everything was done appropriately and quickly.

Comr. Frisbie thanked Prosecutor Gilbert for his work on the opioid epidemic. Mr. Gilbert stated that it was a team effort and everyone was working together.

8. SPECIAL ORDER OF BUSINESS

A. Battle Creek Veterans Affairs Medical Center Director Dr. Mary Beth Skupien's Retirement Tribute

Comr. King read the proclamation into record.

SPECIAL TRIBUTE
To
Mary Beth Skupien, Ph.D.

WHEREAS, Dr. Mary Beth Skupien, Medical Center Director for the Battle Creek Veterans Affairs Medical Center, will retire from her position on March 31, 2018.

WHEREAS, Dr. Skupien has faithfully served the Federal government for over 36 years. Her federal service was dedicated not only to the Department of Veterans Affairs, but also to the Indian Health Service. During her 28 years with the Indian Health Service she served in several capacities which included the Director of Community and Environmental Health and Deputy Director of the Office of Public Health Support.

WHEREAS, Dr. Skupien, prior to her arrival at the Battle Creek Veterans Affairs Medical Center, served as the Director of the Office of Rural Health for the Veterans Health Administration. In this capacity, Dr. Skupien strived to ensure that the approximately 3 million Veterans who live in rural communities are afforded the same high standard of care as non-rural Veterans.

WHEREAS, Dr. Skupien, following her tenure at the Office of Rural Health, became the Director of the Battle Creek Veterans Affairs Medical Center. In her role as the Battle Creek Veterans Affairs Medical Center Director, Dr. Skupien was responsible not only for ensuring an exceptional level of care and respect at the Battle Creek Medical Center, but throughout 22 counties in southwestern lower Michigan. Her leadership also encompassed the Wyoming Health Care Center and Community Based Outpatient Clinics in Muskegon, Lansing, and Benton Harbor.

WHEREAS, Dr. Skupien has made it a priority, for both her and her staff, to strengthen the partnership between the Battle Creek Veterans Affairs Medical Center, National and County Veterans Service Officers, and local Congressional leaders. These strengthened relationships ultimately help to better serve individual veterans throughout the community.

WHEREAS, Dr. Skupien has consistently shown dedication and enthusiasm towards the Department of Veterans Affairs core values of Integrity, Commitment, Advocacy, Respect, and Excellence. Her service at the Battle Creek Veterans Affairs Medical Center has truly fulfilled its mission to, "Honor America's Veterans by providing exceptional health care that improves their health and well-being."

NOW, THEREFORE, BE IT RESOLVED by the Calhoun County Board of Commissioners that Dr. Mary Beth Skupien is hereby honored and thanked for her service to the Federal government and, in turn, for her service to the residents and Veterans residing in Calhoun County. We offer her our best wishes for a healthy, happy, and well-deserved retirement.

Director of Veterans Affairs Aaron Edlefson approached the podium and expressed his gratitude to Dr. Skupien and stated she has been wonderful advocate for Veterans and he was hopeful that the new leadership would embrace the same work ethic.

Res. 33-2018

“Moved Comr. Potter, second by Comr. Reynolds to approve the Battle Creek Veterans Affairs Medical Center Director Dr. Mary Beth Skupien’s Retirement Proclamation as presented.”

On a voice vote, Yes – 6. Excused – 1. Motion **CARRIED**.

- B. Public Hearing on the Proposed Michigan Department of Natural Resources Trust Fund (MNRTF) Grant Application

Res. 34-2018

“Moved Comr. Potter, second by Comr. Reynolds to Open Public Hearing.”

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

Comr. King declared the Public Hearing Open.

Community Development Director Jen Bomba and Albion College’s Grant Administrator Gregg Strand provided an overview of the history of the MNRTF project explaining that last year they applied for a grant to acquire 65 acres of land adjacent to Albion College’s Equestrian Center to develop into a trailhead. Ms. Bomba stated that grant was successful and they were now applying for another grant to develop the property. Director Bomba stated there were currently a few vacant structures on the property and it was partially being used for farming. They’re goal is to transform the property into low maintenance prairie grass continuing with the development of the trailhead. She stated that the Great Lake to Lake Trail, the Iron Belle Trail and the North Country Trail pass through the area and would allow them to increase recreation in the area. Ms. Bomba stated the plan is supported by local economic development organizations and the Tourism and Visitors Convention Bureau. Albion College has plans to expand the equestrian facility and through their partnership are donating the 25% match that is required through the grant that was due to the Department of Natural Resources by April 1.

There were no public comments.

Res. 35-2018

“Moved Comr. Potter, second by Comr. Reynolds to Close Public Hearing.”

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

9. CONSENT AGENDA

- A. Petitions, Communications, Reports

- B. Resolutions

1. Calhoun County Mental Health Authority (operating as Summit Pointe) Reappointments
(Terms effective April 1, 2018 through March 31, 2021)

{a} Kathy-Sue Vette

{b} Jim Blocker

{c} Kathy Cowles

{d}Deborah Davis

2. Calhoun County Planning Commission Appointment replacing Tracy Bronson
(Term effective immediately through May 31, 2021)

{a} Ben Lark

Res. 36-2018

“Moved Comr. Tompkins, second by Comr. Frisbie to approve the Consent Agenda of the March 15, 2018 Regular Session as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Tompkins stated that the Senior Millage Allocation Committee met on March 2nd and heard a presentation from Community Action Agency outlying all of the services they provide for seniors including transportation and home heating assistance. Mr. Tompkins shared that Joanne Konkle passed away and the committee discussed the transfer of the Lifetime Achievement Award created in her honor. He stated that the Homer Lake Board met March 14th and they reviewed their 2018 budget to date and the corporation that treats the lake was on hand to answer any questions regarding the process.

Comr. Potter stated there would be a Senior Millage Allocation Committee workshop the following morning.

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 wished Chair King a Happy Birthday. Ms. Scott shared that the Calhoun County Visitors Bureau (CVB) Board of Directors met earlier in the week where they heard a preliminary financial report from the prior year. She stated that the CVB receives most of their money from hotel accommodation tax and reports were positive resulting in a small surplus. Ms. Scott shared that the surplus that the CVB accumulates over and above what they need for operating expenses goes toward incremental projects throughout the County that support tourism.

Administrator Scott stated that the Summit Pointe Board met the previous week for a Strategic Planning Retreat where they reviewed mission, vision and values that included staff as well as the board members resulting in a great perspective from various areas.

Ms. Scott shared that Kristine Parsons and Kori Albrecht had been named Interim Engineering Director and Interim Operations Director at the Road Department as they work to backfill the open positions vacated by Angie Kline and Doug Steffen. Ms. Scott shared that the Office Manager position would be replaced with a Human Resources Specialist and that position had been posted. She shared that the County has received a dozen or so resumes for the Managing Director position at the Road Department and they were getting ready to form an interview panel.

B. New Business

1. Calhoun County Road Department and Jackson County Department of Transportation Contract with Rieth-Riley Construction and Michigan Paving & Materials.

Ms. Scott explained that this bid was for hot mix asphalt to be picked up for paving material to be used on County road repairs. She stated it was a recommendation for a two year contract with Rieth-Riley Construction and Michigan Paving for Calhoun and Jackson County's road departments. Administrator Scott shared that the total estimated amount was \$2,900,000 over the next two years, five bids were received and Rieth-Riley was the lowest and most responsive bidder. She explained that the competitive bid process was successful as last year Calhoun County paid \$52.75/ton and this year's bid came in at \$38.50/ton resulting in a cost savings of \$342,000. Ms. Scott thanked everyone who played a part on the joint purchasing team and proposed the recommendation with a note that Lakeland Asphalt would be used as a backup before and after the plant opening and closings.

Comr. Frisbie asked if material testing was in full force. Interim Operations Director Kori Albrecht stated that it was in full force and that in the near future they would see a bid coming before them to ensure that the testing was resulting in a quality product. Ms. Scott stated that the bid was issued that week and was hopeful that it would be on the April 10, 2018 agenda.

Res. 37-2018

"Moved Comr. Tompkins, second by Comr. Frisbie to approve the Calhoun County Road Department and Jackson County Department of Transportation Contract with Rieth-Riley Construction and Michigan Paving & Materials as presented."

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

2. DK Truck Company Tandem/Single Axle Bid #106J-18 Contract Award

Administrator Scott explained that the three-year bid was for truck chassis as a follow-up to the truck plan that was presented to the Board on March 1, 2018. Ms. Scott stated that the next item on the agenda was a bid for the equipment that would go on the trucks and both items needed to be approved before they could move forward. She explained that this recommendation was to award DK Truck the contract to provide 12 trucks for the total amount of \$1,500,000. Ms. Scott shared that delivery and dependability were critical in the decision to award the contract and the annual cost increase was less than 1% with the 2019 bid decreasing from what had been paid in the past. She also stated that the multi-year bid was successful in delivering those savings.

Comr. Potter commented that he had found DK Truck Co. to be a very reputable organization over the years and he was pleased that the County was teaming with them.

Comr. Frisbie inquired as to if employees had input in this decision. Mr. Albrecht responded that the trucks were the same trucks that had been utilized in previous years and the Equipment Committee reviewed the specs prior to putting out the bid. Mr. Frisbie asked if the specs had changed. Mr. Albrecht stated that they had not.

Res. 38-2018

“Moved Comr. Frisbie, second by Comr. Reynolds to approve the Tandem/Single Axle Truck Bid #106J-18 award to DK Truck Co. as presented.”

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

3. Knapheide Plow Truck Equipment Contract

Administrator/Controller Scott explained that this item was the truck equipment bid that correlated with the previous item. She explained that the County spends approximately \$95,000 on single axle and \$145,000 on tandem axle trucks and just as much, if not a little more, on equipment. Ms. Scott stated that the bid was in accordance with the truck plan and was a three year contract for twelve trucks, and they were recommending what they believed to be the overall lowest and most responsive bidder but was not the lowest bidder. She explained that they received five bids and were recommending Knapheide Truck Equipment Company because of dependability for delivery as the previous installer did not deliver on time. Ms. Scott stated there was a 2% incentive to ensure that equipment was installed by December 1 for each model year. Ms. Scott noted that the replacement plan would maximize reimbursement from MDOT by putting trucks on state routes resulting in positive cash flow for the next several years.

Res. 39-2018

“Moved Comr. Reynolds, second by Comr. Frisbie to approve the contract with Knapheide Truck Equipment Company to provide equipment installation for ten tandem axle and two single axle plow trucks as presented and authorize the County Administrator/Controller to initiate Ford Motor Credit lease agreements on behalf of the County?”

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

4. Community Development’s “Eastern Calhoun County – Iron Belle Trailhead Development Project” MDNR Trust Fund Grant Application

Administrator Scott stated this was the formal approval of the grant application that was presented earlier by Jen Bomba in the public hearing. She shared that the only eligible applicants for MDNR grants are local units of government and, as they have done in the past, when local units of government and businesses partner on MDNR projects, the County acts as the fiduciary. Ms. Scott stated that no County taxpayer dollars would be utilized and these funds were for the first phase of development of the land that has already been acquired to turn it into a modest trailhead and recreation area. She explained that the project was in the Parks & Recreation Master Plan and publicly thanked the State Representatives and Senator Nofs for all of their support and said that additional funds were being given through the State budget process and they were instrumental in ensuring the County's grant applications success. Ms. Scott also thanked Albion College's Gregg Strand.

Res. 40-2018

"Moved Comr. Smith, second by Comr. Frisbie to support the grant application to the Michigan Natural Resources Trust Fund for \$265,303, and further resolves match funds guaranteed by Albion College in the amount of \$93,214 (26%) for a total project cost of \$358,517, to be used for development of a trailhead and public recreation area as presented."

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

5. G.I.S. Department's 2018 Survey and Remonumentation Program Surveyor Agreements

Corporation Counsel Jim Dyer explained that the surveyor agreements go before the Board every year once the remonumentation grant is awarded. He explained there were six surveyors that composed a Peer Group that were responsible for completing the remonumentation survey work. In addition to the peer contracts with the surveyors, the County has a contract with Robert Carr to represent the County as the overseer of the Peer Group. Mr. Dyer explained that there was a \$15,000 County match that was provided through the Register of Deeds fees making the program more or less self-funded which results in greater accuracy in land use transactions.

Comr. Frisbie asked if the updated data would be entered into the G.I.S. Online System. G.I.S. Manager Brent Thelen responded that the ones with coordinates would be entered and explained that coordinates were not required until two or three years ago and are now on the Land Corner Recordation Certificates (LCRC) that go to the Clerk's Office. Comr. Frisbie asked how many more needed to be recorded. Mr. Thelen replied there were approximately 500 remaining which could be completed over the next five to six years.

Res. 41-2018

"Moved Comr. Tompkins, second by Comr. Frisbie to approve the 2018 Survey and Remonumentation Program Surveyor Agreements with the six members of the Peer Group, and the County Representative Contract, as presented."

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

6. Calhoun County Animal Shelter Contract

Ms. Scott explained that the five-year contract mirrored the City of Battle Creek’s contract as they were the other largest user of the center so it made sense to utilize the same terms. However, she is hopeful that at the end of this contract the County could work with the City to negotiate a new contract.

Corporation Counsel Jim Dyer clarified that the contract had previously gone through the bid process and they were the only shelter that could handle the capacity needed by the City and County so it did not go through the bidding process this time. Mr. Dyer explained that there were some minor changes that differed from the City of Battle Creek’s contract due to operations of the Sheriff Department.

Res. 42-2018

“Moved Comr. Frisbie, second by Comr. Reynolds to approve the contract with the Calhoun County Animal Center to provide animal shelter services as presented and authorize the Board Chair to sign the agreement on behalf of Calhoun County.”

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

7. Family Division Juvenile Legal Services Contract

Ms. Scott stated this item was a recommendation that the Board approve Attorney Larry Snyder’s contract for Juvenile Legal representation in the 37th Judicial District Court. The contract came about because of an attorney not renewing their existing contract and the need to replace them. Ms. Scott stated that four attorneys applied and Chief Judge Jaconette was recommending Mr. Snyder. She further explained that funds had already been allocated and were in line with the 2018 budget.

Res. 43-2018

“Moved Comr. Tompkins, second by Comr. Reynolds to approve the resolution approving Attorney Larry Snyder’s contract for Juvenile Legal Representation with the County of Calhoun and the 37th Judicial Circuit Court of Michigan as presented.”

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

13. CITIZEN’S TIME

Tommy Miller of Marengo Township, employee of the Road Department and alternate steward of the Teamster’s, expressed frustration at the amount of turnover within the Road Department over the last 14 years and was hopeful that they would be able to get a Managing Director that would stay long term and lead them in the right direction.

Steve Shrock, Supervisor of Clarendon Township, stated his appreciation for Angie Kline and Doug Steffen but expressed that he believed that the County should not stay in a working relationship with them because they left and went to Jackson County.

Brandon Sweet of Marshall Township and employee of the Road Department stated the he has been an employee of the Road Department for a year and a half and that the frustration from citizens is primarily taken out on the employees. Mr. Sweet hoped that with the top two positions being open that could be a crossroads to starting over and making things better. Mr. Sweet also supported including the township supervisors in the hiring process of the new Managing Director.

Doug Damon of Fredonia Township stated that he had a good working relationship with Angie Kline and Doug Steffen but also felt that ties should be cut with them immediately and as previous employees of Calhoun County should not have control over the County's money.

14. COMMISSIONERS TIME

Comr. Potter thanked the Supervisors and Road Department employees for offering an olive branch. Mr. Potter stated this would be the biggest hire since he has become a member of the Board and he understood that everyone needed to work together to meet everyone's constituents needs to move onward and upward.

15. CLAIMS PAYABLE

- A. County Claims Payable for February 23, 2018 through March 7, 2018 in the amount of \$2,512,830.58.

Res. 44-2018

"Moved Comr. Potter, second by Comr. Reynolds to approve the County Claims Payable for February 23, 2018 through March 7, 2018 in the amount of \$2,512,830.58 as presented."

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

16. ANNOUNCEMENTS

There was none.

17. ADJOURNMENT

The meeting was adjourned at 8:01 p.m. at the call of the Chair.

slh

Chairman

Clerk to the Board