

**PROCEEDINGS OF THE  
BOARD OF COMMISSIONERS**

July 19, 2018

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7 p.m., Thursday, July 19, 2018 in the Commissioners' Meeting Room, County Building, Marshall, MI.

Vice Chair Potter called the meeting to order and requested the Deputy Clerk call the roll.

Present: Comrs. Frisbie, Potter, Tompkins, Smith, Reynolds and Vette. Excused: Comr. King

Staff Present: Administrator/Controller Kelli Scott, Human Resources Director Kim Archambault, Corporation Counsel Jim Dyer, Communications Manager Lucy Blair and Deputy Clerk Shana Huerta

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

"Moved Comr. Vette, second by Comr. Reynolds to approve the agenda of the July 19, 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 June 21, 2018 Board of Commissioners Regular Session

"Moved Comr. Tompkins, second by Comr. Frisbie to approve the minutes of the June 21, 2018 Regular Session as presented."

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

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

G.I.S Manager Brent Thelen presented the new Calhoun County Road Department road map to the Board. Mr. Thelen explained that the map was created in a joint effort between the Road Department and G.I.S. Fewer maps were printed than before, which allows the map to be updated more often. Mr. Thelen stated that copies for residents are free and can be obtained at the Road Department, the Community Development office or the Calhoun County Visitors Bureau.

8. SPECIAL ORDER OF BUSINESS

A. Tribute to Deputy Francisco Rosado – Presented by Representative Dave Maturen

SPECIAL TRIBUTE

To

DEPUTY FRANCISCO ROSADO

LET IT BE KNOWN, That it is a pleasure and a privilege to honor Francisco Rosado as he receives the Distinguished Service Medal from the Michigan Sheriffs' Association and is named the POAM Police Officer/Deputy of the Year. A member of the Calhoun County Sheriff's Department since 2016, Francisco has set standards of performance that clearly merit this selection. We join with everyone who appreciates the dedication and commitment of our state's police officers in protecting life and property in saluting Deputy Rosado on a job well done.

Day in and day out, Deputy Rosado never slacks off, always striving to do his best and earning the respect of his peers and superiors. He has compiled an outstanding record of performance with the Calhoun County Sheriff's Department. This is perhaps best evidenced by events from July 2, 2017. Upon responding to a home invasion complaint where the suspect took firearms and shot at the residents as he was leaving, Deputy Rosado and Michigan State Police Trooper Haywood gave pursuit. After a short vehicle chase and subsequent crash, the suspect engaged Trooper Heywood in a gun battle. Deputy Rosado quickly pulled his pistol and drew the suspect's fire, allowing Trooper Heywood to obtain cover. The suspect was ultimately struck and ceased his actions and was taken into custody without any injuries to officers or the public.

We are grateful for the heroism of Deputy Francisco Rosado who, when faced with the risks presented by an armed suspect, made the kinds of choices that would help bring this person to justice and protect the public and other officers from harm. Deputy Rosado's bravery, attention to duty, and outstanding effectiveness certainly warrant our admiration and praise.

IN SPECIAL TRIBUTE, Therefore, this document is signed and dedicated to honor and commend Deputy Francisco Rosado as he is named POAM Police Officer/Deputy of the Year and receives the Distinguished Service Medal from the Michigan Sheriffs' Association. May he know of the high esteem in which he is held by his peers and the people in the community.

Signed by: David C. Maturen, State Representative, The Sixty-Third District

Mike Nofs, State Senator, The Nineteenth District

Brian N. Calley, Lieutenant Governor

Rick Snyder, Governor

## 9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

1. Amendments to the Marian E. Birch Adult Day Care Contract
2. Michigan Works! Southwest (Branch, Calhoun, Kalamazoo and St. Joseph Counties) Workforce Development Board Appointment
  - {a} Shabaka Gibson
3. Huron County Resolution Opposing HB 6049 and SB 1025
4. Kalkaska County Resolution Opposing HB 6049 and SB 1025

### Res. 103-2018

“Moved Comr. Frisbie, second by Comr. Reynolds to approve the Consent Agenda of the July 19, 2018 Board of Commissioners’ Regular Session as presented.”

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

## 10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Vette shared that the July Employee of the Month is Valerie Banaszewski, a Court Services Officer in the Circuit Court. Comr. Vette explained, Ms. Banaszewski was chosen not only because she performs her job well but also because she is a great friend and coworker and has a positive attitude. Ms. Banaszewski has worked for the County for over 23 year. Comr. Vette shared that Ms. Banaszewski said her favorite things about her job are the different people she interacts with and the variety of every day. Ms. Banaszewski said there is never a dull moment.

Comr. Tompkins stated that the Senior Millage Allocation Committee (SMAC) met on Friday, July 13, approved its all-service minimum standards and heard a presentation from Laura Ferrara of CentraCare regarding a potential PACE Center in Albion, that would open March or April 2019 if funding becomes available. Mr. Tompkins stated that the Trailway Alliance met Wednesday, July 11 and discussed the master plan for signage along the trails and the Michigan Natural Resources Trust Fund (MNRTF) grant

that was received for the Albion portion of the trail. Albion would use Act 51 funds for the required match, and that portion of the trail is set tentatively to open in Fall 2018.

Comr. Potter shared that he is also on SMAC and that the July meeting was held in Albion. He said the next meeting will take place in Battle Creek, allowing the committee to meet in all areas of the County it serves.

## 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 shared that her regular report will be sent in newsletter form after a change from Communications Manager Lucy Blair. Ms. Scott stated that the newsletter highlighted a County Annual Report in this month's edition of Scene Magazine. She stated there is also an article from Senior Services and a yearbook section in the same edition. Administrator Scott explained that there was a special meeting of the Summit Pointe Board earlier that week and they discussed the results of their state compliance audit and approved a recommended amendment to the pension plan. Ms. Scott stated that the Michigan Municipal Services Authority (MMSA) met on Thursday, July 12 and approved a budget for the fiscal year and an amendment to the Executive Director's employment agreement. Ms. Scott explained that a couple of the programs that the MMSA ran were the way local government was reimbursed for their personal property tax losses and developing a program that might help save money for local governments related to employee health insurance. Administrator Scott shared that the Native American Heritage Fund Board (NAHFB) met the previous Friday and deliberated over 14 grant applications and awarded three grants. Ms. Scott explained that Belding Area Schools received \$300,000 to replace their school mascot, the City of Battle Creek received a grant to replace the seal on one of their stained glass windows and the City of Kalamazoo received partial reimbursement for the removal of a fountain. Administrator Scott stated that the Veterans Affairs Committee met Tuesday, July 17 and it discussed how much local funds were distributed in this area and approved three applications relating to veterans' housing stability. Ms. Scott concluded that the Board should see more media coverage of the Community Development Department, primarily about the new recycling contract that allows residents to recycle for free at the landfill.

### B. New Business

#### 1. Kalamazoo River Community Recreational Foundation Donation Request

Administrator Scott stated that this item was a grant request to the Kalamazoo River Community Recreational Foundation created by Enbridge and explained that the fund was almost depleted. After a walk-through of Historic Bridge Park, the foundation recommended some of the landscaping be improved and offered to entertain a \$2,600 grant request for those improvements.

Res. 104-2018

“Moved Comr. Vette, second by Comr. Reynolds to support the request for funds from the Kalamazoo River Community Recreational Fund – Enbridge Donation Program for improvements to the landscaping at Historic Bridge Park as presented.”

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

2. 2017 Act 51 Annual Financial Report

Administrator/Controller Scott explained that after the Board’s approval, the 2017 Act 51 report would be distributed to all of the townships. Townships will also receive the audited financial statements and information by township regarding structural improvements, the portion of funds received from the State and the contributions provided from each township. Ms. Scott provided highlights from the report such as the County having a higher balance than usual as of Dec. 31, 2017. This is due to the issuance of \$18 million in bonds and from the State increasing MTF funds through a State bill. Ms. Scott stated that the Federal and State fund included a considerable amount of grant funding, contributions from townships were approximately \$1.9 million and the State Trunkline contract was approximately \$2 million. Administrator Scott explained that the expenditure portion included \$7.3 million in structural improvements to roads and the investment in the capital outlay fleet replacement was about \$1.9 million. She said there were differences in the overhead and fringe benefit costs partly due to the change the Road Department’s structure and strategy.

Res. 105-2018

“Moved Comr. Tompkins, second by Comr. Vette to approve the submission of the Calhoun County Road Department Annual Financial Report (Act 51) to the State of Michigan as presented.”

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

3. Calhoun County Road Department Local and Primary Road Agreements

Administrator Scott explained that these agreements were postponed to provide an opportunity for the County to meet with the Township Supervisors to ensure everyone was comfortable with the agreements. Ms. Scott stated that this item included a primary road agreement with Convis Township and three local road agreements with Eckford, Clarence and Convis Townships.

Res. 106-2018

“Moved Comr. Frisbie, second by Comr. Reynolds to approve the Calhoun County Road Department local and primary road agreements as presented.”

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

4. Executive Search Services RFQ #119-18 Recommendation

Ms. Scott explained that to find a successful Managing Director of the Road Department candidate, the County feels it is necessary to employ an executive search firm. Administrator Scott stated that they received four responses to the RFQ and used a scoring matrix comparing costs, work plans, expertise

and references. Administration recommended Hiring Solutions, LLC based out of Okemos, MI, as they were the lowest bidder, closest in proximity, had the most experience recruiting for this type of position and their plan could be completed in 60-90 days. Ms. Scott explained that currently it was a tough market to hire Road Department/Commission Managing Directors.

Comr. Potter confirmed that there were five road commissions seeking Managing Directors.

Res. 107-2018

“Moved Comr. Vette, second by Comr. Reynolds to approve a contract with Hiring Solutions LLC, to provide executive search services for the vacant Road Department Managing Director position in an amount not to exceed \$23,000 as presented, and authorize the County Administrator/Controller to negotiate and execute a final contract contingent upon the approval of the Corporation Counsel.”

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

5. 2018 Mid-Year Budget Amendments

Ms. Scott explained the budget process and stated that the amendments were based on input from elected officials, department heads and analysis by the Finance staff and herself. Administrator Scott explained that within the General Fund there were available revenues in excess of budget and transfers from other Fund balances will cover potential shortfalls. Ms. Scott stated that variances were listed by department and there was a \$200,000 increase in the General Fund to both revenues and expenditures. Administrator Scott stated that special funds were listed, that the Health Fund was nearing the end of its fiscal year and that the Road fund was the largest special revenue fund and was attributed to the one-time special funding of MTF funds. Ms. Scott concluded by explaining that because the amendments were greater than \$20,000 they required Board approval.

Res. 108-2018

“Moved Comr. Tompkins, second by Comr. Smith to approve the Fiscal Year 2018 Mid-Year Budget Amendments for the General Fund and several Special Revenue funds as presented.”

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

6. June Financial Statements

Administrator/Controller Scott explained that timing issues continued to be a driver in regard to revenue generated and a large portion were delays in reimbursement for all of the County’s state grants. Ms. Scott stated that the population in jail continues to generate revenue in excess of expenditures and they were still seeing shortfalls in traffic fines and fees. Administrator Scott stated through the next quarter they would have meaningful information as property taxes were collected.

Res. 109-2018

“Moved Comr. Tompkins, second by Comr. Smith to accept the Calhoun County June 2018 Financial Statements as presented.”

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

### 13. CITIZEN'S TIME

Willie Brandt of Clarence Township explained that three years ago the township voted in half a mil to help maintain roads, and a lawyer advised the township that they didn't need to take the renewal to vote and passed it by executive order. Mr. Brandt stated that some states didn't have townships and asked if it would help resolve road issues if Michigan took that approach. Mr. Brandt also expressed concern over some roads being turned back to dirt.

Lane Landis of Homer Township stated that three years ago they received a few new roads, they were starting to crack and fracture and they needed to be repaired. Mr. Landis explained that if the Road Department built new roads, the roads should be preserved.

A gentleman who did not share his name stated that there was a fabrication shop on 24 Mile Road between Sheridan and Marengo Townships that wasn't receiving deliveries because the road had been closed since Spring and no work was being done. He stated that he would like to see it addressed or the owner may go out of business.

### 14. COMMISSIONERS TIME

Comr. Potter stated that the Road Department met with the Township Supervisor the previous week regarding 24 Mile Road and work on the road should begin soon.

### 15. CLAIMS PAYABLE

- A. County Claims Payable for June 15, 2018 through July 12, 2018 in the amount of \$5,131,517.14

#### Res. 110-2018

"Moved Comr. Reynolds, second by Comr. Vette to approve the County Claims Payable for June 15, 2018 through July 12, 2018 in the amount of \$5,131,517.14 as presented."

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

### 16. ANNOUNCEMENTS

Comr. Tompkins announced that the Homer Historical Society's 18<sup>th</sup> Annual Car Show would take place 9 a.m.-3 p.m., Sunday, July 22 at the Blair Farm. He shared that the 2018 'Swingin' at the Shell's 15<sup>th</sup> Annual Free Summer Concert Series would kickoff that Sunday at 6p.m. at Victory Park and takes place weekly until Sunday, Sept. 9.

### 17. ADJOURNMENT

The meeting was adjourned at 7:38 p.m. at the call of the Vice Chair.

slh

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Chairman

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Clerk to the Board