

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

September 6, 2018

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7 p.m., Thursday, Sept. 6, 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. Smith, Frisbie, Potter, Reynolds, Tompkins, King and Vette

Staff Present: Administrator/Controller Kelli Scott, Assistant Administrator Brad Wilcox, Human Resources Director Kim Archambault and Deputy Clerk Shana Huerta

2 and 3. INVOCATION AND PLEDGE OF ALLEGIANCE

A moment of silence was held with special mention of Kelli Scott's father, Ron Maehre, who passed away earlier in the week, followed by Comr. Vette leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

"Moved Comr. Potter, second by Comr. Reynolds to approve the agenda of the Sept. 6, 2018 Regular Session of the Calhoun County Board of Commissioners as presented."

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

5. APPROVAL OF MINUTES

Minutes of the August 16, 2018 Board of Commissioners Regular Session

"Moved Comr. Potter, second by Comr. Reynolds to approve the minutes of the August 16, 2018 Regular Session as presented."

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

6. CITIZENS' TIME

Brian Huggett, Secretary of the Calhoun County Conservation District, read a letter to the Board of Commissioners outlining the journey the District had been on the prior year after the former Executive Director was convicted of embezzling from the District. He thanked the County for its past and future support, the District's volunteer board of directors, Road Department, Office of Water Resources, and

several individuals for their hard work and dedication. He explained that there was much work to be done and they were working through their commitments and were resolved to continue the work that the County needed and supported.

Rick Pierson of Springport, and a former Calhoun County Conservation District employee, stated that after the incident at the District occurred he volunteered his time to help complete several projects. The projects included: Garfield Lake fish ramp, culvert replacement, and control structure, Duck Lake outlet spillway and culvert work, Vansickle berm removal, and replacement of the E Drive drain. Mr. Pierson thanked the Board and the County for their support.

Richard Lindsey of Marshall Township thanked Brad Wilcox and the commissioners for the recently completed County courtyard and parking lot project. Mr. Lindsey also thanked the County for the recent demolition of the State Farm building which would allow Marshall to pursue a housing development and increase the local economy.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Helen Guzzo, Senior Services Manager thanked the Commission and County for the remodeling work completed at the Albion Forks Senior Center. Ms. Guzzo stated that 50-100 seniors use the center every day and there were a total of 375 members and that the Heritage Senior Center opened a year ago and they were already outgrowing that space. Ms. Guzzo explained that Senior Services had requests for proposals (RFPs) out for five programs with seven responses that would go before the Board for approval in October. She shared that she had volunteered to co-chair the County's United Way campaign that year and the goal was to get closer to the 2015 results.

8. SPECIAL ORDER OF BUSINESS

There was none.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

1. Sanilac County Resolution Opposing SB 1031
2. Washtenaw County Opposition of Extraction of Michigan's Water by Nestle'
3. Bay County Resolution Opposing HB 6049 and SB 1025
4. Mecosta County Resolution Opposing HB 6049 and SB 1025
5. Menominee County Resolution Opposing HB 6049 and SB 1025
6. Van Buren County Resolution Opposing HB 6049 and SB 1025

7. Chippewa County Resolution Opposing SB 1031
8. Michigan Works! Southwest Workforce Development Reappointments
(Terms effective October 1, 2018 through September 30, 2018)

{a} Mark O'Connell
{b} Matthew Lynn
{c} Trevor Bidelman (Alternate: Richard Frantz)
{d} Karen Doubleday
{e} John Fiore

Res. 126-2018

“Moved Comr. Potter, second by Comr. Reynolds to approve the Consent Agenda of the September 6, 2018 Board of Commissioners’ Regular Session as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Tompkins extended his condolences to Kelli Scott. Mr. Tompkins stated that the Homer Lake Board met Sept. 5th where they received an overview of what had taken place with the lake, reviewed their budget, and he thanked the board for their dedication to the preservation of the lake. Comr. Tompkins explained that they had an unprecedented three treatments on the lake and were in the best financial position they had been in in a number of years.

Comr. Vette stated that the Goguac Lake Board met earlier that day, that Water Commissioner Fred Heaton attended and they had a lot of the same discussion as the Homer Lake Board. Ms. Vette shared that the Employee of the Month for August was GIS Manager Brent Thelen, who was nominated for his willingness to help both fellow co-workers and the public. Comr. Vette stated that the Employee of the month for September was Health Department Program Clerk Monique White who was nominated for her continuous support to her team and taking a leadership role to help complete a transition to a new data-collection system.

Comr. Frisbie shared that the Health Board may have a solution for the Nurses in Schools program and that the Kalamazoo County Board of Commissioners voted to decertify Kalamazoo’s KPEP program. Mr. Frisbie stated that Southwest Michigan Community Action Agencies submitted RFPs to take over in emergency mode to run the Kalamazoo organization and Calhoun County’s chapter would most likely participate in the process.

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 that she attended Summit Pointe's Audit Finance Committee meeting the previous week and that they reviewed monthly financial statements, discussed their procurement contract review process, performance analytics for the Veterans Affairs laundry contract, and the 2019 recommended budget. Ms. Scott shared that the next Summit Pointe Board meeting would be held on Sept. 11. Ms. Scott noted that the City of Battle Creek will be ending their involvement with the CareHere Employee Health and Wellness Center, and that the County was moving forward to identify a new location with plans to continue to offer this benefit for our employees along with the other private sector partners. She shared that she attended the Michigan Association of Counties (MAC) Annual Conference August 18th through the 21st and that attending the conference to network and learn about best practices was beneficial. Administrator Scott explained that the Health Department was struggling with next year's budget, mainly due to grant funding ending. She added that the Health Department's Staff Accountant, through contact with other counties, learned about other opportunities for funding reimbursement. Ms. Scott shared that the executive search firm working on the Managing Director position was currently conducting interviews and would be recommending candidates for the County's further consideration within the next couple of weeks.

B. New Business

1. Michigan Works! Southwest Intergovernmental Transfer of Functions Agreement and Michigan Works! Southwest Workforce Development Board Bylaws

Administrator Scott explained that the County had a three year agreement when the initial four county board was created and that this recommendation was a renewal of the intergovernmental agreement with Michigan Works! and updated bylaws. Ms. Scott explained that representation was based on the population of each county and Calhoun County held 30% of the board seats. She added that Kalamazoo County was the fiduciary agent for the grant funding for workforce development on behalf of the board.

Res. 127-2018

"Moved Comr. Potter, second by Comr. Smith to approve that the Branch County Board of Commissioners, the Calhoun County Board of Commissioners, the Kalamazoo County Board of Commissioners and the St. Joseph County Board of Commissioners by concurrent resolution enter into the Michigan Works! Southwest Intergovernmental agreement for the purpose of identifying the Grant Recipient and Administrative Agent for the Area that includes Branch, Calhoun, Kalamazoo and St. Joseph Counties, and approve the Michigan Works! Southwest Workforce Development Board bylaws as presented."

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

2. Secondary Road Patrol Grant Application

Administrator Scott explained that this item was a \$132,000 grant application for next fiscal year, noting that the total cost for the two deputies that were assigned to the program, along with related costs, was approximately \$200,000 with the remaining \$70,000 coming from the General Fund.

Res. 128-2018

“Moved Comr. Tompkins, second by Comr. Reynolds to approve the Secondary Road Patrol and Traffic Accident Prevention Program grant application as presented.”

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

3. Progressive Residential Services Lease Recommendation

Administrator/Controller Kelli Scott explained that this was a new lease in the Toeller Building for 635 sq. ft. of office space that would generate \$6,720 in annual rent revenue and thanked Brad Wilcox for managing the County’s lease agreements that generated approximately \$1.1M in lease revenue each year. Mr. Wilcox added that this was a short-term rental agreement and that the County focused on attracting non-profits as new tenants that provided resources and services to the community.

Res. 129-2018

“Moved Comr. Potter, second by Comr. Vette to approve the lease agreement with Progressive Residential Services, Inc. to provide office space in the Calhoun County Toeller Building as presented.”

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

4. Albion Forks Lease Amendment

Ms. Scott explained that this item was a lease amendment with the Albion Forks Senior Center due to the recent renovation and expansion of the facility that would increase revenue by approximately \$15,000.

Res. 130-2018

“Moved Comr. Frisbie, second by Comr. Vette to approve the amendment of the Forks Senior Center lease agreement for office space in the Albion Human Services Building as presented and authorize the County Administrator/Controller to execute the agreement on behalf of the County.”

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

5. Cutting Edge Contract Recommendation

Assistant Administrator Brad Wilcox explained that this contract was for underbody or cutting blades on snow plows and that there had been a 25% steel tariff established recently by the federal government. Mr. Wilcox stated it was a commodity bid for steel and that they had expected to see widespread pricing differences. Assistant Administrator Wilcox explained that the bid window was only 60 days, that they

had received four responses with three bidders being really close and St. Regis, the current contract incumbent, at 15%-20% higher. Mr. Wilcox stated that they were recommending Wear Parts Equipment, based out of Colorado, because of their low bid and the fact that they did have a presence with several counties in Michigan.

Comr. Tompkins asked if they had reached out to St. Regis to inquire as to why their bid was so high. Mr. Wilcox stated that they typically do not reach out to vendors until the bid/award process is complete and that they would follow up.

Res. 131-2018

“Moved Comr. Potter, second by Comr. Reynolds to approve the contract with Wear Parts Equipment Co, Inc. for the purchase of cutting blades in an amount estimated at \$232,000 as presented.”

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

6. Policy #374 Employee Identification Changes

Ms. Scott stated that in an effort to increase security throughout County buildings, the County has they issued new employee badges required for access to the buildings. She added that along with the new badges there are new processes to monitor access and streamlined administrative responsibilities that required amendments to the current policy.

Res. 132-2018

“Moved Comr. Tompkins, second by Comr. Reynolds to approve the changes to Policy #374 - Employee Identification as presented.”

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

7. 2019 Medicare Advantage Retiree Health Care Plan Renewal

HR/Labor Relations Director Kim Archambault stated that the changes in the plan renewal provided alignment with Medicare requirements and explained that plan for the 2019 calendar year was a reduction in cost from the previous year.

Comr. Frisbie asked what percentage was employee-paid. Ms. Archambault explained that the County pays \$10 per month per year of service toward each retiree’s policy, and so the retiree’s portion varies for each retiree. She added that the Road Department has a different plan design for retirees already participating, and that the County is phasing in newer retirees to the same plans and cost share as other county department retirees have.

Res. 133-2018

“Moved Comr. Potter, second by Comr. Tompkins to approve the Medicare Advantage Group Benefit and Rate Renewal for 2019, the Group Enrollment and Coverage Agreement, and the Attestation Agreement as presented.”

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

8. 2019 Blue Care Network Advantage (BCNA) Renewal

Kim Archambault stated that the BCNA renewal was for the 2019 calendar year with an increase of 2.4%. Ms. Scott explained that this plan was the least cost plan for retirees.

Res. 134-2018

“Moved Comr. Vette, second by Comr. Potter to approve the Blue Care Network Advantage plan rate agreement for 2019 as presented.”

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

9. Sheriff Authorized Staffing Allocations

Ms. Scott stated that this item was the addition of four part-time officers and was not expected to require additional appropriations for 2018 with offsetting savings in overtime. She added that the goal is to reduce overtime for employees that was higher than in the past due to employee turnover and an increase in jail population.

Res. 135-2018

“Moved Comr. Vette, second by Comr. Reynolds to approve the addition of four part-time Correctional Officers to the Sheriff's Authorized Staffing Allocation.”

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

10. Resolution Approving Updated Comprehensive Financial Plan 2018A POB

Administrator/Controller Scott stated that the Michigan Department of Treasury required that the Board approve the updated plan which included updated pension valuation figures and amortization schedules. She reminded the Board that the planned pension obligation bonds would eliminate approximately \$9M of unfunded liabilities for closed pension plans and replace the pension debt with a lower level of bond debt. Ms. Scott explained that the County had started a similar process to issue bonds for the Road Department Teamsters and UAW pension plans carrying another \$9M in unfunded liability. Administrator Scott stated that the County's municipal financial advisors and bond counsel have supported issuing pension obligation bonds as a positive strategy with no new taxes to residents and no impact on current employees' pension benefits.

Comr. Frisbie stated that some residents were concerned that the County was taking on new debt and explained that in the long run the County would actually save \$2M, reducing taxes to public.

Res. 136-2018

“Moved Comr. Frisbie, second by Comr. Smith to approve the resolution approving the Updated Comprehensive Financial Plan for Pension Obligation Bonds as presented.”

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

11. 2018 Jail Bed Agreement Extension

Kelli Scott stated that this item was a one year extension to the current contract and that the City of Battle Creek approved the same agreement, adding the requirement that the County Prosecutor request an Attorney General (AG) opinion within 30 days or the City would cease payments. She added that Prosecutor David Gilbert has indicated that he would submit this request to the AG Office within the next week.

Comr. Smith asked if the County had any risk of losing prior revenues with the contract based on the AG opinion. Ms. Scott explained that the contract did not contain any retroactive penalty provisions, and that there would need to be future conversations about the arrangement once a response from the AG office was received.

Res. 137-2018

“Moved Comr. Potter, second by Comr. Vette to approve the agreement between Calhoun County and the City of Battle Creek regarding payment for jail beds as presented, and to authorize the County Administrator/Controller to sign the Agreement on behalf of the County.”

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

12. Approval of Lake Level Resolutions

Ms. Scott stated that Corporation Counsel Jim Dyer worked with the Water Resources Commissioner and their attorney, Stacy Hissong, who created resolutions that amended lake levels for Duck Lake, Goguac Lake, Lee Lake, Lyon Lake, Nottawa Lake and St. Mary’s Lake.

Comr. Tompkins asked if taxes would be affected for the residents on Duck Lake. Ms. Hissong replied yes, that they would see a change in their upcoming taxes.

Res. 138-2018

“Moved Comr. Potter, second by Comr. Vette to approve the lake level resolutions, as presented, for Duck Lake, Goguac Lake, Lee Lake, Lyon Lake, Nottawa Lake and St. Mary’s Lake, and authorize the Board Chair to sign all necessary documents on behalf of the County.”

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

13. CITIZEN’S TIME

Jerry Keller from E. Michigan Avenue made a comment regarding a pension plan that was recently closed for employees of the City of Battle Creek.

14. COMMISSIONERS TIME

Comr. Frisbie thanked Rick Pierson and Brian Huggett for all of their hard work and dedication to the Calhoun County Conservation District and that he participated in a September 11th ceremony in Lansing earlier that day.

15. CLAIMS PAYABLE

- A. County Claims Payable for August 10, 2018 through Aug. 30, 2018 in the amount of \$6,924,718.95

Res. 139-2018

“Moved Comr. Potter, second by Comr. Reynolds to approve the County Claims Payable for August 10, 2018 through Aug. 30, 2018 in the amount of \$6,924,718.95 as presented.”

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

16. ANNOUNCEMENTS

Comr. Tompkins stated that the Homer All-In Community Breakfast would take place on Friday, Sept. 14th and the Homer Classic Car Downtown Show would be held on Sept. 15th.

17. CLOSED SESSION

Moved to Closed session at 8:11 p.m. for review of the Administrator/Controller Performance Evaluation.

Returned from closed session at 8:40

18. ADJOURNMENT

The meeting was adjourned at 8:40 p.m. at the call of the Chair.

slh

Chairman

Clerk to the Board