

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

September 20, 2018

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7 p.m., Thursday, Sept. 20, 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: Assistant Administrator Brad Wilcox, Human Resources Director Kim Archambault, 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. Potter leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

“Moved Comr. Potter, second by Comr. Reynolds to approve the agenda of the Sept. 20, 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 September 6, 2018 Board of Commissioners Regular Session

“Moved Comr. Tompkins, second by Comr. Vette to approve the minutes of the September 6, 2018 Regular Session as presented.”

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

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

There was none.

8. SPECIAL ORDER OF BUSINESS

There was none.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Marquette County Additional Lock Resolution

B. Resolutions

There was none.

Res. 140-2018

“Moved Comr. Potter, second by Comr. Reynolds to approve the Consent Agenda of the September 20, 2018 Board of Commissioners’ 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 (SMAC) met on September 7 during which they discussed CareWell’s Benefits Management Program, bedbug remediation and prescription co-pays. The Trailway Alliance met September 12 during which they approved up to \$11,000 for steel removable bollards to prevent snowmobile damage on the trail and discussed possible solutions for trail erosion in the Ott Preserve.

Comr. Potter stated that in 2012 the Fairgrounds borrowed \$280,000 to continue operations and to date had reduced the debt to \$57,000.

11. UNFINISHED AND OLD BUSINESS

There was none.

12. NEW BUSINESS AND COUNTY ADMINISTRATOR’S REPORT

A. County Administrator/Controller’s Report

There was none.

B. New Business

1. Springfield Law Enforcement Services Agreement

Assistant Administrator Brad Wilcox explained that this item was a five year agreement that provided the City of Springfield with nine dedicated officers, included a 5 percent administrative fee and was previously approved by the City of Springfield. Sheriff Saxton stated that the contract mirrored the contract from the last five years as a cost, plus 5 percent, and that it was unanimously approved by City of Springfield Council.

Res. 141-2018

“Moved Comr. Frisbie, second by Comr. Reynolds to approve that the the Law Enforcement Services Agreement with the City of Springfield as presented and authorize the Board Chair to sign the Agreement on behalf of Calhoun County.”

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

2. Kalamazoo River Community Recreation Foundation Grant Request

Mr. Wilcox explained that County policy required that grant requests go before the Board and this request was to apply for a grant of \$38,760 to implement shoreline stabilization measures along the Kalamazoo River in Historic Bridge Park.

Community Development Program Manager Doug Ferrall explained that the grant would remove a lunker structure that was a place of refuge for fish and other aquatic wildlife and had become a safety issue. Mr. Ferrall stated that the Foundation encouraged the County to apply for the grant and to increase their request by adding a new access point.

Res. 142-2018

“Moved Comr. Potter, second by Comr. Reynolds to approve the Community Development Department to submit a request for a grant in the amount of \$38,760 from the Kalamazoo River Community Recreation Foundation to implement shoreline stabilization measures along the Kalamazoo River in Historic Bridge Park as presented.”

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

3. Judicial Salaries Resolution

Assistant Administrator Wilcox explained that this item was an annual agreement that set the salary for the County’s judges and the resolution authorized the judicial salaries to keep the County in compliance with the Judicial Salaries Standardization Act and qualify for 100% reimbursement from the State.

Res. 143-2018

“Moved Comr. Tompkins, second by Comr. Reynolds to approve the Resolution Authorizing Judicial Salaries submitted herewith to keep the County in compliance with the Judicial Salaries Standardization Act as presented.”

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

4. Calhoun County Public Health Department FYE19 Budget

Brad explained that this was a request that the Board approve the County's Public Health Department FYE 2019 proposed budget in the amount of \$8,265,374, the 2019 Fee Schedule and Position Allocation Schedule. Mr. Wilcox stated that the budget was approved by the Board of Health at their last meeting.

Health Officer Eric Pessell explained that the Health Department needed to downsize the budget primarily due to changes in the School Wellness Program. He stated that there were not as many school districts participating this year due to lack of funding.

Comr. Tompkins asked about the temporary food service license fee increase and what the difference was between a Simple and Complex license.

Mr. Pessell explained that the difference between complex and simple food carts depended on the menu offered and that fees were assessed based on the amount of time spent to inspect them.

Comr. Tompkins asked about the non-profit fee increase.

Health Officer Pessell explained that their goal was to slowly increase the fees each year rather than implementing a large increase every five years.

Comr. Frisbie shared his appreciation to the Health Department finance staff and Megan Banning for their work on the budget and being compliant with the State's licensing law.

Comr. Smith asked if there were any statistics regarding the actual cost to inspect and license the simple stands.

Mr. Pessell stated that it took approximately 15-30 minutes for the office review and actual inspection included travel and inspection time.

There were comments from a few Commissioners regarding seeing the budget earlier in the future.

Comr. Smith made a motion to hold the item until the October 4 Board of Commissioners meeting. There was no second. Motion failed.

Res. 144-2018

"Moved Comr. Vette, second by Comr. Frisbie to approve the Calhoun County Public Health Department Fiscal Year Ending 2019 Budget as presented."

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

5. FYE19 State of Michigan Comprehensive Planning Budgeting and Contract

Assistant Administrator Brad Wilcox explained that this agreement was the State of Michigan's contract with local jurisdictions for public health services.

Eric Pessell explained that most of the funds were for mandated programs and this was for a small amount of money that the State provides in order to mandate the programs.

Res. 145-2018

“Moved Comr. Vette, second by Comr. Tompkins to approve the FYE19 Calhoun County Public Health Department Comprehensive Planning Budgeting and Contract Agreement as presented.”

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

6. Michigan Department of Health and Human Service Refugee Contract Amendment

Mr. Wilcox explained that this item was an amendment to the current contract between the Michigan Department Health and Human Services and the Calhoun County Health Department to provide health assessments to refugees within 90 days of arrival into the United States or eight months of their arrival into Calhoun County to maintain and/or reduce the number of communicable diseases carried into Calhoun County from the refugee’s parent country.

Res. 146-2018

“Moved Comr. Vette, second by Comr. Frisbie to 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**.

7. Slag RFB#118-18 Bid Recommendation

Assistant Administrator Wilcox explained that this item was for a one year contract with Edw. C. Levy Co. to provide blast furnace slag material to the Calhoun County Road Department and the Jackson Department of Transportation for an annual amount estimated at \$480,000 to be used with equipment in the construction and maintenance of roads. Both counties reviewed the two bids received and determined that Edw. C. Levy was the low bidder and most qualified to provide aggregate material to both departments.

Res. 147-2018

“Moved Comr. Tompkins, second by Comr. Frisbie to approve the one year contract with Edw. C. Levy Co., to provide slag aggregate material to the Calhoun County Road Department and the Jackson County Department of Transportation in an amount estimated at \$480,000, and authorize the Board Chair to sign the contract on behalf of the County.”

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

8. PA2 Budget for FY18/19

Mr. Wilcox explained that the County is required by state statute to pass through 50% of its total Alcohol Tax revenues received for spending on substance abuse treatment and prevention services within the County, overseen by Southwest Michigan Behavioral Health. The remaining 50 percent stays within the County's General Fund budget to supplement property tax revenues in funding County operations. This proposed PA2 budget for October 2018 through September 2019 will provide \$518,421 in restricted funding to local providers for the benefit of County residents who need substance abuse services. This approval of the PA2 budget is contingent on the final adoption of the County's 2019 budget later this year when the official appropriation is made.

Chair King pointed out that Comr. Smith was employed by Southwest Michigan Behavioral Health (SWMBH) and wished to abstain from the vote.

Res. 148-2018

“Moved Comr. Potter, second by Comr. Reynolds to approve the Calhoun County PA2 Alcohol Tax Budget for Substance Abuse Prevention and Treatment services for FY18/19 in the amount of \$518,421 in expenses.”

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

9. Memorandum of Understanding between the Department of the Attorney General and the Calhoun County Prosecutor

Prosecutor David Gilbert introduced Jerry Stonebraker and asked him to explain the program that the State provides funding to Calhoun County to support.

Mr. Stonebraker explained that the program allows prosecutors to investigate and prosecute potential criminal charges arising out of a back log of sexual assault kits that have gone untested for a variety of reasons. He stated that since December 2016 a total of 241 kits were tested. There were currently three active investigations, 13 victims notified, 86 cases closed, three convicted and three in various stages of court. Mr. Stonebraker explained that the remainder were in different stages of review by the team and he looked forward to seeing how many more the team could take care of the following year.

Mr. Gilbert stated that out of the seven cases that they had seen, five of the defendants had prior CSC complaints and serial criminal sexual conduct.

Comr. King extended his gratitude to the department for their great work.

David Gilbert stated that on September 12 they joined a pilot project set up by the State of Michigan to track rape kits so they wouldn't get lost and explained that Calhoun County did not have kits that were lost. They were just not able to be tested for various reasons.

Res. 149-2018

“Moved Comr. Tompkins, second by Comr. Reynolds to approve the Memorandum of Understanding between the Department of the Attorney General and the Calhoun County Prosecutor's Office as presented.”

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

10. August 2018 Financial Statements

Mr. Wilcox provided an overview of financials and explained that the mid-year adjustment had been created as well as a watch list of items that may result in budget variances this year.

Res. 150-2018

“Moved Comr. Potter, second by Comr. Reynolds to accept the Calhoun County August Financial Statements 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 August 31, 2018 through Sept. 12, 2018 in the amount of \$2,624,717.50

Res. 151-2018

“Moved Comr. Potter, second by Comr. Reynolds to approve the County Claims Payable for August 31, 2018 through Sept. 12, 2018 in the amount of \$2,624,717.50 as presented.”

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

16. ANNOUNCEMENTS

Comr. Tompkins shared that Albion’s 52 Annual Festival of the Forks started September 21 and the Homer Historical Society’s 43rd Annual Fall Festival would take place that Saturday at the Blair Historical Farm.

17. ADJOURNMENT

The meeting was adjourned at 7:43 p.m. at the call of the Chair.

slh

Chairman

Clerk to the Board