

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

October 4, 2018

1. CALL TO ORDER/ROLL CALL

The Annual Session of the Calhoun County Board of Commissioners convened at 7 p.m., Thursday, Oct. 4, 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, Potter, Reynolds, Tompkins, King and Vette. Excused: Comr. Frisbie

Staff Present: Administrator/Controller Kelli Scott, 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. Vette leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

“Moved Comr. Potter, second by Comr. Reynolds to approve the agenda of the October 4, 2018 Annual Session of the Calhoun County Board of Commissioners as presented.”

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

5. APPROVAL OF MINUTES

Minutes of the September 20, 2018 Board of Commissioners Regular Session

“Moved Comr. Tompkins, second by Comr. Vette to approve the minutes of the September 20, 2018 Regular Session as presented.”

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

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Sheriff Saxton recognized Deputy Hope Swank for her retirement after 30 years of service with the Sheriff's office. He shared that all three K-9 teams spent the last week in Alpena and completed recertification. Sheriff stated that the RMS Board met earlier that day and he thanked the Commissioners and Administration for providing a dedicated IT staff person to the board to assist with implementing software for local law enforcement agencies. Sheriff personally thanked Austin Fraley for his work and provided positive feedback that he received from local law enforcement agencies regarding Mr. Fraley's contributions.

8. SPECIAL ORDER OF BUSINESS

A. United Way Proclamation

Senior Services Manager Helen Guzzo shared why she volunteered to coordinate the County's United Way campaign with Deputy Court Administrator Megan Reynolds and Communications Manager Lucy Blair. Helen also presented the upcoming schedule of events for the campaign.

Chris Sargent, CEO and President of Greater Battle Creek/Kalamazoo United Way thanked everyone for their leadership and explained how United Way contributions impact the lives of residents of Calhoun County and expressed his gratitude for the partnership with the County.

Comr. King read the proclamation into the record.

Calhoun County Government
United Way Campaign

WHEREAS, the United Way of the Battle Creek and Kalamazoo Region, Marshall United Way and Albion/Homer United Way each provide an opportunity for county elected and appointed officials and personnel to invest in our communities by giving, advocating and volunteering;

WHEREAS, Calhoun County Government is supportive of advancing the common good of our community by focusing on the building blocks for a good life – a quality EDUCATION that leads to a stable job, enough INCOME to support a family through retirement, and good HEALTH; and

WHEREAS, Calhoun County Government has selected the above three community United Way campaigns as its charities of choice;

NOW, THEREFORE, the Calhoun County Board of Commissioner, on behalf of the elected and appointed officials and the employees of Calhoun County, does hereby proclaim its support for the Calhoun County United Way Campaign which will take place from October 8, 2018 – October 19, 2018 and encourages the support of the campaign.

Signed: Derek King, Chair, Board of Commissioners

“Moved Comr. Tompkins, second by Comr. Vette to approve the United Way proclamation as presented.”

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

Comr. Tompkins thanked Marcia Starkey, Administrator for the Homer/Albion United Way organization for her contributions revitalizing that chapter.

B. 2018 Homeless Health Fair and VA Stand Down Proclamation

Comr. Tompkins read the proclamation into the record.

WHEREAS, members of the Calhoun County Homeless Coalition have organized an annual information and health fair each fall to provide material goods, food, free health screenings and immunization, and other assistance to people who are homeless or who have been homeless; and

WHEREAS, this annual Homeless Health Fair is organized in conjunction with the U.S. Department of Veterans Affairs (VA) Stand Down event which honors veterans and provides material support to veterans in need; and

WHEREAS, the 2018 Homeless Health Fair and VA Stand Down is expected to feature over 70 vendors and will serve approximately 500 homeless or formerly homeless participants about half of which will be veterans; and

WHEREAS, recognizing that homelessness continues to be a serious problem for some individuals and families in Calhoun County with approximately 285 people being homeless county-wide at any point-in-time.

NOW, THEREFORE, We, the Commissioners of Calhoun County, Michigan, hereby recognize Friday, October 19, 9am-1pm, as a time for people in need to get material help and assistance at the 2018 Homeless Health Fair and VA Stand Down being held at the Full Blast Recreation Center in Battle Creek, encourage all citizens to recognize that many people do not have housing, and urge citizens to support the many private/public nonprofit service organizations providing assistance to homeless and formerly homeless people.

Dated, this 4th Day of October, 2018

Signed: Derek King, Board, Calhoun County Board of Commissioners

“Moved Comr. Smith, second by Comr. Reynolds to approve the 2018 Homeless Health Fair and VA Stand Down proclamation as presented.”

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

9. CONSENT AGENDA

C. Petitions, Communications, Reports

D. Resolutions

There was none.

There was none.

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Vette stated that the Summit Pointe Board and Battle Creek Visitor Convention Bureau Board had their CEO and Executive Director evaluations in the past couple weeks, and both boards provided great feedback for their respective leaders.

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 for the 2019 budget process all department budgets were submitted and budget hearings would take place late October. Ms. Scott explained that ongoing collective bargaining continued with four groups and would be completed by end of year. The benefits committee that met earlier that day to review benefit plans for the following year determined that small changes would need to be implemented due to increasing insurance costs. Administrator Scott shared that she attended the ICMA Annual Conference in Baltimore and was inspired by well-known leaders, whose books she brought back with her and learned about engaging the public using transparency tools that could be used for the Board and the website. Ms. Scott thanked Kim Archambault for her ongoing training sessions for County supervisors and that the most recent session focused on best practices regarding delegation and accountability. Shethanked Helen Guzzo, Megan Reynolds and Lucy Blair for their hard work on the United Way campaign. Administrator Scott congratulated Health Officer Eric Pessell for being appointed by Governor Rick Snyder to the Environmental Rules Committee—a new committee that will oversee MDEQ rule making and is made up of 12 people representing various interests. Health Officer Pessell will represent public policy.

B. New Business

1. Water Resources Annual Report

Fred Heaton thanked Sherry Trader and staff for their continued hard work. Mr. Heaton explained that there hadn't been a significant amount of requests for maintenance in the last year, and they were able to quickly respond to requests they did receive. Mr. Heaton stated that their 197 Boundary revision work that started five years ago continued and all 52 drains would be completed by the end of this year. He said that they completely reorganized the process for lake level boundary methodology for assessing and that all property owners that lived on a lakes whose property touched the water would be assessed the same. He explained that the petition to the Road Department regarding the culvert work at the Gang of Lakes in Albion should be approved and that the flooding issue on Prairie Lake would be greatly relieved by a crew that agreed to remove trees for \$7,500. Mr. Heaton explained that they continued to move forward fixing ongoing problems.

Comr. Tompkins thanked Mr. Heaton and his office for their hard and cost-efficient work performed the past two years.

Res. 152-2018

"Moved Comr. Smith, second by Comr. Potter to accept the 2018 Drain & Lake Level Projects Assessment Summary and Annual Report as presented and direct the Water Resources Commissioner to proceed as provided by law."

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

2. MDOT Contract 18-5407

Kristine Parsons explained that this contract was for a little over a mile of crush and shape work on 7 Mile Road which is the worst section of road in Union City and included a bridge rehabilitation that would extend the surface life of the bridge. She said that the Calhoun County Road Department had received unanticipated funding to complete this project and didn't want to miss the opportunity for this project, which was why the County's share was a little higher than normal.

Ms. Scott explained that the funding the County was using for their match was from the \$875,000 that the State had appropriated to the Road Department.

Res. 153-2018

"Moved Comr. Potter, second by Comr. Reynolds to approve the Michigan Department of Transportation Contract 18-5407 as presented and authorize the Board Chair and the County Administrator/Controller to sign the contract on behalf of Calhoun County."

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

3. 2019 Pothole Patching Contractors

Administrator/Controller Scott explained that this item was a contract award for the following year's pothole patching work.

Assistant Administrator Wilcox stated that this item was a result from a request for proposals on contracted pothole patching work and that Jackson and Calhoun counties had budgeted \$1M each for pothole contracting patching. Mr. Wilcox further explained how the volume requested by partnering with Jackson brought leverage to negotiating pricing. Mr. Wilcox shared their learnings from Jackson's Road Commission regarding cost-savings related to contract monitoring and that Jackson's Road Commission believed they dedicated 1000 hours which resulted in an investment of \$48,000 to monitor the contracts and saved their County twice that amount by improving the work completed.

Comr. King commended Jackson's contract management work and expressed his desire for Calhoun County to increase staff to better manage their contracts.

Administrator Scott explained that Jackson County did not add staff but used its own employees to implement the program, which helped increase buy-in and success.

Res. 154-2018

"Moved Comr. Potter, second by Comr. Vette to approve the list of pre-qualified contractors who will be eligible for selection by the Jackson County Department of Transportation and the Calhoun County Road Department to provide pothole patching for the 2019 season as presented."

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

4. Appointment of Corporation Counsel

Administrator/Controller Scott explained that this item was to appoint current Corporation Counsel, Jim Dyer, as a full-time employee of the County and that he had served in that capacity as a contracted role for the last two years. Ms. Scott explained that the County felt it was in their best interest to have a full-time dedicated employee to hold this position and recommended that the Board approve his appointment. Administrator Scott stated that there was a two month notice required by Mr. Dyer's current law firm and that they would be requesting to add a Legal Secretary position in the 2019 budget to assist with the significant amount of FOIA work being done by Ms. Huerta and Mr. Dyer as well as assist Mr. Dyer with Corporation Counsel administrative needs and that they were looking for other ways to offset the additional role through revenue generated through other offices.

Comr. Potter stated that while the costs were slightly less to contract, he was pleased that the County would have its own attorney.

Comr. Vette stated that Mr. Dyer had done a phenomenal job and was pleased to welcome him as a full-time employee.

Comr. King agreed with Comr.'s Vette and Potter and stated that there was less benefit to the County with a contracted position.

Res. 155-2018

"Moved Comr. Vette, second by Comr. Reynolds to, pursuant to Board of Commissioners Policy Statement 232, appoint James L. Dyer Calhoun County Corporation Counsel and FOIA Coordinator, with the appointment, and full time

employment, to be effective upon the appropriate termination of the existing contract with the firm of Rosati, Schultz, Joppich and Amstbeuchler, P.C.”

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

13. CITIZEN’S TIME

There was none.

14. COMMISSIONERS TIME

Comr. Tompkins stated that on Monday, Oct. 1 he took part in a White House Briefing from the Office of Intergovernmental Affairs that discussed the new trade agreement, which would create positive changes in Calhoun County.

15. CLAIMS PAYABLE

- A. County Claims Payable for September 13, 2018 through September 27, 2018 in the amount of \$9,038,691.04

Res. 156-2018

“Moved Comr. Tompkins, second by Comr. Smith to approve the County Claims Payable for September 13, 2018 through September 27, 2018 in the amount of \$9,038,691.04 as presented.”

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

16. ANNOUNCEMENTS

Comr. Tompkins shared that the 2018 Walk the Beat Albion would take place Friday and Saturday and would benefit children with opportunities for to use musical instruments or take musical lessons regardless of income. Comr. Tompkins stated that the Homer All -In Community Breakfast would take place on Friday, Oct. 12 and that the Albion Kids N’ Stuff Benefit Auction would take place on Friday, Oct. 14.

Comr. Reynolds recognized Dr. Reba Harrington who recently passed away for her commitment to the community.

16. ADJOURNMENT

The meeting was adjourned at 7:50 p.m. at the call of the Chair.

slh

Chairman _____

Clerk to the Board _____